



## **Woodchurch Pride in Place Neighbourhood Board**

### **Inaugural Board Meeting Agenda**

**Date:** Saturday 4 July 2026

**Time:** 11:00am – 12:45pm

**Venue:** Woodchurch Methodist Church

**Chair:** Miss Jennifer Allinson

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#### **11:00am – Arrival & Informal Meet and Greet**

Board Members are invited to arrive from 11:00am to meet one another informally before the meeting begins.

#### **11:05am – Welcome**

The Chair and MP will:

- Welcome everyone to the inaugural meeting of the Woodchurch Pride in Place Neighbourhood Board.
- The Chair introduces herself.
- Explain her role as Chair of the Woodchurch Pride in Place Programme.
- Outline the purpose and vision of the Neighbourhood Board.

#### **11:10am – Apologies for Absence**

The Chair will record apologies from any Board Members who are unable to attend today's meeting.

#### **11:15am – Board Member Introductions**

Each Board Member will be invited to introduce themselves by sharing:

- Their name
- Where they live or their connection to Woodchurch.
- Their occupation or background.
- Why they wanted to become a member of the Pride in Place Neighbourhood Board.

The Chair will also invite members to declare any actual, potential or perceived conflicts of interest relating to today's agenda or future Pride in Place business before proceeding with the meeting.

#### **11:45am – Board Governance & Documentation**

Board Members will be given time to read, complete and sign the necessary governance documents.

Documents include:

- Terms of Appointment
- Confidentiality Agreement
- Privacy Notice
- Contact Information Form
- Declaration of Interests
- Boundary Map

The Chair and Secretariat will be available throughout this session to answer any questions regarding the documentation or Board governance.

### **12:00pm – Refreshment Break**

Tea, coffee and light refreshments will be provided.

### **12:15pm – Pride in Place Programme Discussion**

PAPER COPY OF OVERVIEW IS IN WELCOME PACKS

The Chair will provide an overview of:

- The Pride in Place Programme.
- The role and responsibilities of the Neighbourhood Board.
- The opportunities available through the programme.
- Key milestones and next steps.

Board Members will then be invited to share:

Discussion to apply to adjust the Woodchurch Boundary line:- Set map in welcome pack

- Initial ideas.
- Local priorities.
- Community concerns.
- Questions.
- Suggestions for future discussions and projects.

This session is intended to encourage open discussion and begin shaping the Board's shared vision for Woodchurch.

### **12:30pm – Next Meeting**

The Board will:

- Agree the date, time and venue of the next meeting.
- Discuss the proposed agenda for the next meeting.
- Identify any actions to be completed before the next meeting.

**Date of Next Meeting -**

### **Close of Meeting**

The Chair will thank Board Members for attending and formally close the inaugural meeting.

