



BOSTON TOWN BOARD MEETING
Date 26 February 2026

Agenda Item No:	5a		
Report Title:	Member Skills Audit		
Author:	Ivan Annibal	Presenter:	Ivan Annibal
		Item For:	
		Information	
		Discussion	
		Decision	x
1.	Report Executive Summary and Main Issues		
	<p><i>What are the key bullet points contained in the detail of the report?</i></p> <ul style="list-style-type: none"> • Reviews Board members' skills for effective oversight of the Pride in Place programme. • Assesses competencies in governance, programme/project management, risk, finance, EDI, sustainability, digital innovation, culture, community and partnership working. <p>Proposes a questionnaire and timeline for independent skills audit</p>		
2.	Detail		
	<p>Introduction</p> <p>It was agreed at the Board that the transition from the management of a now mature portfolio of projects from Stronger Towns Funding and Levelling Up funding, to the implementation of the new Pride in Place programme merited a review of Board member skills. The key questions set out below have been developed to help assess the current position of Board members to enable the consultant supporting the work of the Board to prepare an independent review.</p> <p><u>Rationale for the Questions</u></p> <p>The approach proposed is based on considering the key skills needed to oversee the set up and delivery of the Pride in Place programme, taking account of the Government guidance on the function and running of the initiative. They are also informed by an overview of the current portfolio of the Board and wider good practice in regeneration taking account of the work of the Institute of Economic Development in the context of its Continuing Professional Development Programme. They have been revised following discussion at the last Board Meeting on 29 January 2026.</p>		

Process

It is proposed that each Board member will be asked to complete a simple questionnaire in person or through an interview with the consultant by the end of March 2026 to enable a report to be prepared for consideration at the April 2026 Board Meeting. This will set out the findings from the review, identify strengths and any gaps in the current cadre of Board members and enable us to discuss any refreshing of the current Board. The emerging guidance about the longer term structure of Pride in Place Board linked to the new national neighbourhood management model requires 51% of Board members to live in the locality and we will also take account of this in the consideration of the future membership of the Board.

Proposed Questions

Please rate yourself on each topic below. Use this scale (circle or write the number):

1 = Very little / almost none 2 = A bit / basic 3 = OK / medium 4 = Good / strong 5 = Very good / expert

You can add 1–2 short sentences if you want (not needed).

1. **Rules and Governance** How much do you know about the main rules for running projects? (Buying things properly, following money rules, equality checks, reporting to the council.) Rating: 1 2 3 4 5 Quick note (optional):
2. **Speaking up for the programme** How confident are you at telling people (local, regional, national) about our progress and plans? (Talking to important people, sharing good news and problems.) Rating: 1 2 3 4 5 Quick note (optional):
3. **Fairness and Inclusion (EDI)** How much do you help make sure decisions and projects treat everyone fairly and include all kinds of people? Rating: 1 2 3 4 5 Quick note (optional):
4. **Overseeing big programmes** How much experience do you have watching over and helping run big regeneration programmes? (Through this Board or other work.) Rating: 1 2 3 4 5 Quick note (optional):
5. **Checking project progress** How good are you at keeping an eye on projects, seeing if they're working, and measuring results? (Checking against goals like stronger communities and better places.) Rating: 1 2 3 4 5 Quick note (optional):
6. **Dealing with risks and problems** How confident are you at spotting and sorting out problems? (Things like delays, extra costs, or changes people want.) Rating: 1 2 3 4 5 Quick note (optional):
7. **Green and long-lasting work** How much do you know about making projects good for the environment and built to last? (Cutting carbon, protecting nature, leaving a good future for the town.) Rating: 1 2 3 4 5 Quick note (optional):
8. **Using digital tools and new ideas** How much experience do you have using technology or fresh ideas in projects? (Apps for talking to people, tracking work, making places better.) Rating: 1 2 3 4 5 Quick note (optional):
9. **Getting extra money and partners** How well do you understand bringing in more cash or working with other groups during projects? (Private money, other funds, good value.) Rating: 1 2 3 4 5 Quick note (optional):
10. **Money watching** How much do you know about keeping track of project spending, checking budgets, and following council / government money rules? Rating: 1 2 3 4 5 Quick note (optional):

11. **Arts and culture** How much do you know about using arts and culture to help improve the town? (Especially as we get ready for Boston 2030 / 400 years.) Rating: 1 2 3 4 5 Quick note (optional):
12. **Working with local people** How good are you at putting local people in charge, keeping them involved, and changing plans based on what they say? Rating: 1 2 3 4 5 Quick note (optional):
13. **Teamwork on delivery** How much experience do you have working together with the council, builders, community groups and others to make real changes in the town? Rating: 1 2 3 4 5 Quick note (optional):

Thank you! This will take about 10 minutes. Your answers help us see what the Board is good at and where we might need extra help for Pride in Place. Training and support will be available for members who would like to further develop their skills in any aspect of the issues arising from their responses to these questions.

3. Implications / Risk Register (*must be completed*)

Risk Register No.	Strategic Driver	Topic	Detail
1 Time scales	Programme Implementation	Pride in Place Management	Prompt action needed to ensure the Programme can be implemented against timescales
2 Managing expectations	Public confidence	Pride in Place Engagement	The personnel involved in the governance of Pride in Place and the Towns board work more widely need to command public confidence and be an appropriate fit for the tasks involved

4. Recommendation(s) and Proposed Actions

- Members consider the appropriateness of this list of questions along with any refinements they would like to propose.
- Members consider the relative weighting to be given to the questions
- Members approve the timescale and approach proposed

Boston Town Board

5. Appendices



**BOSTON TOWN BOARD MEETING
26 February 2026**

Agenda Item No:	5b		
Report Title:	Pride in Place – Proposed Community Engagement Process and Stage 1 Workshops		
Author:	Ivan Annibal	Presenter:	Ivan Annibal
		Item For:	
		Information	x
		Discussion	x
		Decision	x
1.	Report Executive Summary and Main Issues		
	<p>The Pride in Place programme requires a structured, inclusive engagement process to inform the development of the four-year investment plan.</p> <p>The Board is asked to confirm the overall direction, timeline and key stages at the 26 February meeting.</p> <p>Stage 1 involves three themed workshops to be held on 3, 4 and 5 March 2026 at the Mayflower venue:</p> <ul style="list-style-type: none"> • 3 March – Skills and Business • 4 March – Culture/Heritage • 5 March – Health and Well-being <p>These workshops will raise awareness, initiate commissioning conversations with other active organisations, and gather early community and stakeholder input.</p> <p>Subsequent stages include Board sub-groups, an open application call (launch w/c 23 March, closing 1 May), and final allocation decisions by 28 May 2026.</p> <p>The proposed process aims to harness Board expertise, deliver broad community participation, and build a strong, inclusive portfolio of projects.</p>		
2.	Detail		
	<p>The Pride in Place engagement process has been structured into four main stages:</p> <p>Stage 1 – Workshops</p> <p>Three consecutive themed workshops will take place at the Mayflower venue during the first week of March 2026:</p>		

Monday 3 March – Skills and Business
Tuesday 4 March – Culture/Heritage
Wednesday 5 March – Health and Well-being

Purpose of Stage 1 workshops

Raise direct awareness of the Pride in Place programme and funding opportunities among relevant community groups, organisations and individuals.

Provide an early opportunity to initiate commissioning discussions and explore potential alignment / collaboration with other active players already delivering similar work in Boston.

Gather initial insights, priorities and ideas to help shape the investment strategy and Impact Fund criteria.

Stage 2 – Sub Groups

First Board sub-group meeting proposed for either 12 March at 3pm or 19 March at 2pm (to be confirmed following Board feedback).

Second post-call workshop scheduled for 8 May.

These sessions will draw on Board members' skills, insights and networks to refine the process and, at the second session, support the consideration and development of funding recommendations.

Stage 3 – Open Call

Launch week commencing 23 March 2026.

Application form workshop/support session on 9 April 2026.

Call closes 1 May 2026.

This stage ensures wide harvesting of applications from across the community for maximum inclusivity and the strongest possible portfolio of projects.

Stage 4 – Completion

Report to Board pre-meet on 14 May 2026.

Indicative agreement of first allocations for the Investment Strategy on 28 May 2026. This will involve identification of the scope for some early win projects, which could begin promptly from June/July 2026.

This will confirm the key projects forming the core of the first four years of the plan.

The overall process is designed to secure clear Board direction from the outset, maintain strong governance through sub-group input, achieve broad and inclusive community engagement, and deliver a robust set of funded projects.

3. Implications / Risk Register

	No.	Strategic Driver	Topic	Detail
	1	Engagement	Low workshop attendance	Risk of limited participation at the March workshops due to short notice or competing events. Mitigation: Early promotion, targeted invites, clear relevance messaging.
	2	Inclusivity	Under-representation	Certain community groups may be under-represented in workshops and/or open call. Mitigation: Proactive outreach, accessible venues/times, application support session.
	3	Timetable	Delays to subsequent stages	Any slippage in Stage 1 or Stage 2 could compress the open call and decision-making window. Mitigation: Firm dates agreed at February Board meeting; contingency planning.
4.	Recommendation(s) and Proposed Actions			
	<p>The Board is recommended to:</p> <p>Confirm the overall direction of travel, engagement principles and proposed timeline for Pride in Place.</p> <p>Agree the dates for the Stage 1 workshops (3–5 March 2026) and the indicative dates for Stage 2 sub-groups (12 or 19 March).</p> <p>Note the subsequent stages and key decision points in May 2026.</p> <p>By when: Confirmation and decisions required at the 26 February 2026 Board meeting to enable workshop organisation to proceed without delay.</p>			
6.	Appendices			
	Pride in Place Slides: below			

BOSTON TOWN BOARD MEETING Date 26 February 2026

Agenda Item No:	6		
Report Title:	Project Update		
Author:	Jon Burgess	Presenter:	Jon Burgess
		Item For:	
		Information	✓
		Discussion	
		Decision	
1.	Report Executive Summary and Main Issues		
	<i>What are the key bullet points contained in the detail of the report?</i>		
	<ul style="list-style-type: none"> To receive an update on Towns Deal projects for discussion, to be read in conjunction with the Town Board Portfolio spreadsheet To receive an update on Levelling Up Fund Round 2 and Boston Partnership Fund projects for noting 		
2.	Detail		
	i) Towns Deal projects		
	General		
	<p>The Council has received a Memorandum of Understanding w/c 16th February outlining the requirements for ongoing performance monitoring and reporting to Government under the simplification of Towns Deal and Levelling Up Fund award for Boston under the newly entitled Local Regeneration Fund. Verbal update to be provided to the meeting.</p>		
	Healing the High Streets		
	<p>The progress on the multiple projects is going well, with the larger projects such as Shodfriars Hall, now nearing completion. The scaffolding that has been present to the road front elevation will be removed this quarter signifying completed works on this phase of the restoration and preservation of the building. The remainder of the shop fronts projects are progressing to GFA completion and awaiting to commence the works with the contractors procured for each. All GFAs should be signed by the end of February 2026. Red Cow and The Georgians, like the shop fronts, are progressing to complete the GFAs and commence work ASAP.</p>		
	<p>Completion of the remaining shop front grants will be achieved in the next financial year which is still well within the threshold of the extended Towns Fund delivery window to March 2028. The last grants are currently scheduled for completion in November 2026.</p>		
	St Botolphs Lighting		
	<p>Work has now progressed for the installation of both external and internal lighting to the</p>		

church to enhance the flexibility and creativity of the spaces. The final claim has been received and will be processed to allocate the remaining grant.

Rail Station

The works continue on the station and all safety aspects have been approved by Network Rail allowing for the project to head towards completion which is forecast in the summer of 2026. Positive conversations continue with prospective tenants of the office spaces and café with terms agreed for the community café operator.

Boston Leisure

Progress on site is continuing. All piling and foundation work for the new extension are now complete, with erection of the steel frame programmed to commence in March. The changed access route to the rear car park, via the new Mayflower College access, has been in operation for some time and is working well.

Planning permission was secured in January for the phase 2 Community Volunteering and Wellbeing Hub project as a Section 73 variation to the main scheme. A tender exercise will now be undertaken for the Phase 2 delivery contract.

Transported are continuing their work to develop the 1000 Faces project as the agreed Community Art installation which will be integrated into the plaza delivery project in due course.

Completed Towns Deal Projects (no updates required)

- Blenkin Memorial Hall
- Centre for Food and Fresh Produce
- Mayflower

Rosegarth Square (Levelling Up Fund Round 2)

The capital works are due to complete by the end of August 2026 and are progressing on programme and on budget.

The provision of additional signage on site has been discussed at the last meeting, however with the S278 works due to commence on the most widely seen section of hoarding will result in this changing from solid metal hoarding to Heras fencing so it can be moved in and out to accommodate highways works. Heras fencing will not take the weight of any signs and would be subject to temporary works designs even if netting type signs were installed. As a result of this it was felt that additional signage would not achieve much for such a short period of time.

We will make sure the QR code signs is the most prevalent sign which directs them to the Rosegarth square website which I know Rebecca and Dom are updating with new flythroughs, links to the drone footage and project completion updates, etc. ([Rosegarth Boston](#)) link to website to review the detail.

A large section of semi-permanent timber hoarding is being installed on completion of the works to segregate the newly completed public realm from the former B&M site. The project delivery team are currently targeting local schools to complete designs for this and some of the feeder pillars around site. There is currently no plan to change the temporary hoarding on Lawrance Lane from the Boston Blue, but on completion of the

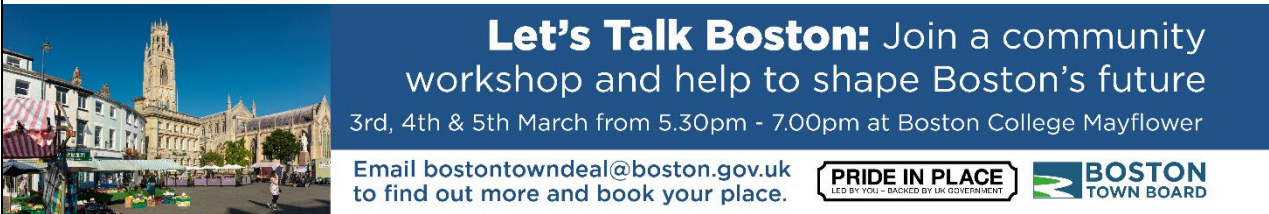


works it would be the responsibility for BBC to maintain this.

Boston Partnership Fund

Boston United Football Sports Complex	Construction has now commenced on site and is progressing well. The foundation works have all been completed and steel works have now commenced. Due to delays in commencing construction the overall completion will be delayed and likely complete by the end of 2026.
Quadrant Affordable Housing	All 30 affordable homes have been sold. Construction progressing well with 20 dwellings now completed and the final 10 are on track to complete by end of March 2026. 18 plots have been disposed of and now occupied with the final 12 going through the legal/financial processes.
Boston Community Research Project	Project progressing well with 4 communities identified to do the deep dive work. Engagement has started with communities through a series of initiatives including QR code feedback opportunities, Christmas tree tag feedback, community outreach at Boston library. Work will now focus on community leader identification and engagement with further community engagement being organised.
Len Medlock	Delivery of project is progressing well with spend continuing. Slight delay with project ion relation to some works but PM managing this to overcome so minimal impact on delivery timelines.
Centenary Chapel	Schedule of works agreed and spend passing through system at a high rate.
Community and Partnership Scheme	6 grants awarded through scheme. Some small delays on some projects but mitigated and projects expecting to complete ahead of March 26. Haven Domestic Abuse Minivan project delivered successfully and closed, Tonic Health project progressing well.
GRASSroots	All funding has been allocated and projects are in active delivery. 7 ██████████ ██████████ Progressing well.
Boston Connected	MHCLG have approved that this can be delivered internally and an extension has been granted until March 2027. BBC Place Team are currently working through project proposal and planning key milestones and recruitment will commence imminently.
St Botolphs Church	Limited communication from beneficiary with little updates on progression. First claim has been submitted.
Boston Leisure Centre	Project progressing and in active delivery – as per Towns Deal project update above.
Boston B&M Site Acquisition and Redevelopment	The project is closed from a Boston Partnership Fund perspective with the acquisition and enabling works complete. Closure process of project

		underway.
	Creative and Digital Hub (Previously Haven Wharf)	Alternative proposal has been submitted to MHCLG for approval and awaiting confirmation to proceed.
3.	Implications / Risk Register	
4.	Recommendation(s) and Proposed Actions	
	Members note the report and use the meeting to raise any requests for additional information on the projects	
5.	Circulation and Communication	
	<i>Boston Town Board</i>	
6.	Appendices	
	<i>BTB Portfolio Update – February 2026</i>	

BOSTON TOWN BOARD MEETING 26 February 2026

Agenda Item No:	7		
Report Title:	Communications report – February		
Author:	Michelle Gant	Presenter:	Michelle Gant
		Item For:	
		Information	x
		Discussion	
		Decision	
1.	Report Executive Summary and Main Issues		
	<p>The report summarises communications highlights since January 2026 including:</p> <ul style="list-style-type: none"> • Communications around the Pride in Place Let’s Talk Boston workshops; • Press releases and social media content around the Healing the High Street, Boston Stump lighting, and Shodfriars projects. 		
2.	Detail		
	A: Communications activities		
	Pride in Place:		
	<ul style="list-style-type: none"> • Promotion of Pride in Place ‘Let’s Talk Boston workshops including a press release Let’s Talk Boston: Join in a Community Workshop – Welcome to Boston Town Deal Website social media content, email to community groups and stakeholders, advertising on Boston Vibe, and content in the latest Chair’s Update to connect with ‘engaged participants’ who have expressed an interest in being involved. • Pride in Place branding has now been shared by MHCLG and we will be using this across all communications. 		
	 <p>Let’s Talk Boston: Join a community workshop and help to shape Boston’s future 3rd, 4th & 5th March from 5.30pm - 7.00pm at Boston College Mayflower</p> <p>Email bostontowndeal@boston.gov.uk to find out more and book your place.</p>  		
	Towns Fund		
	<ul style="list-style-type: none"> • A press release has been issued about 22, Wide Bargate works as part of the Healing the High Street programme: Refurbishment Transforming Grade II Listed Boston Building – Welcome to Boston Town Deal Website • A press release has been issued about progress on Shodfriars: Significant Progress of Works to Conserve Shodfriars Hall – Welcome to Boston Town Deal Website 		

- A press release has been prepared and will be issued about the lighting installation at the Stump;
- Social media content has been created about Shodfriars and the lighting installation at the Stump.

Chair's updates:

A Chair's Update has been issued in February.

Upcoming activities:

- Continuing communications around the community workshops, including follow-on from the sessions;
- Communications aligned with the Pride in Place engagement, and in particular around the open call;
- Working with Boston College to input into communications around the Boston Mayflower celebration event on 19th March;
- Communications around Pride in Place confirmation and next steps, as it emerges.

Longer term considerations:

- Establishing Instagram/Tik Tok, potentially working with a cohort of young people;
- Branding review and website update to reflect Pride in Place positioning;
- Communications and engagement strategy for Pride in Place 26 – 27;
- Towns Fund programme 'closing out' communications including annual report, press release; social media content, and project case studies as a recorded legacy of the programme.

B: Measurement and evaluation

Traditional media coverage

- ['We are excited to get started' - Historic building in Boston undergoing restoration](#)
- [Significant Progress of Works to Conserve Shodfriars Hall - Latest news from Boston, Lincolnshire](#)

Social media

Facebook

- 2,101 followers
- 17 follows in this period (17.01.26 – 18.02.26)

17.01.26 – 18.02.26

Page views: 24.6k

Visits: 426

Content interactions: 206

Link clicks: 46

Examples of Facebook engagement:

1. Refurbishment of Wide Bargate (press release)



Boston Town Board

Published by Michelle Gant · 21 January at 16:43 · 🌐



The refurbishment of 22 Wide Bargate is getting underway.

Our Interim Chair Claire Foster said: "Our Healing the High Street scheme was set up to help to revitalise the town by working with owners to restore the external features of historic buildings.

"Through this programme, we are able to play a role in conserving buildings like 22 Wide Bargate for the future."

Find out more about the work taking place and the scheme in our latest news story here:

<https://bostontownboard.co.uk/.../refurbishment.../>

Heritage Lincolnshire Crowland and Wolf Scorer Hawkins Architects



- Views: 14,493
- Interactions: 97
- Link clicks: 28
- Follows: 7

2. Work on Boston Stump lighting installation



Boston Town Board

Published by Michelle Gant · 17 February at 15:30 · 🌐



🔧 Work is now getting started on installing a new lighting scheme at [Boston Stump](#)

🔧 The installation will create a better lit space inside and also provide new external lighting of the whole building, including for displays.

🔧 With the new lighting, St Botolph's will be able to be lit up in different colours to mark special occasions and causes.

👷 SJK Electrical and Security Ltd who are carrying out the works.



- Views: 4,304
- Interactions: 42

3. More progress on Shodfriars refurbishment



Boston Town Board

Published by Michelle Gant · 4 February at 14:40 · 🌐

...

🔔 More progress has been made on the refurbishment of Shodfriars...

The chimney stacks are complete and the team have reinstalled the chimney pots at the back of the building.

The chimney stack on the north side had been rebuilt in the middle of the last century with a modern blue brick that doesn't fit with the heritage of the building. [Scorer Hawkins Architects](#) have now taken this chimney down and a specialist British brick manufacturer has remade the 'angled' shaped bricks with expert masons Trent Heritage carrying out the rebuilding work.

Through this work, Scorer Hawkins Architects are able to return the chimney stacks back to their original form, in line with the vision of the building's architect Gilbert Scott.



- Views: 2,108
- Interactions: 19
- Follows: 1

LinkedIn

19.01.26 – 17.02.26

- 575 followers
- Impressions: 1,670
- Reactions: 55

Examples of LinkedIn engagement

1. More progress on Shodfriars refurbishment



- Impressions: 492
- Engagements: 88
- Reactions: 20

2. Let's Talk Boston community workshops



- Impressions: 322
- Engagements: 33
- Reactions: 9

3. Refurbishment of Wide Bargate (press release)



Refurbishment Transforming Grade II Listed Boston Building

bostontownboard.co.uk

- Impressions: 275
- Engagements: 17
- Reactions: 7

Website engagement

15.01.26 – 19.01.26

- 20.2k impressions (*how many times a user saw a link to Boston Town Board website in search results*)
- 253 total clicks (*how many times a user clicked through to Boston Town Board website*)

Most engaged pages:

- [Home page](#) 63 clicks / 1,208 impressions
- [Shodfriars Hall](#) 20 clicks / 308 impressions
- [About Boston Town Board](#) 18 clicks / 425 impressions

‘Boston Town Board’ was the most searched term driving users to the site followed by ‘Shodfriars Hall Boston.’

Chair’s Updates

- 310 subscribers overall

Chair’s Update December 2025:

- 307 successful deliveries;
- 108 total opens;
- Most popular click through: [Shodfriars Hall press release](#)

3.	Implications / Risk Register (<i>must be completed</i>)			
	Risk Register No.	Strategic Driver	Topic	Detail
4.	Recommendation(s) and Proposed Actions			
	The report is presented for information			
5.	Circulation and Communication			
	Board members			

	The report highlights key messages and activities for communication in the coming months
6.	Appendices
	<i>None</i>