Minutes of the Boston Neighbourhood Board Meeting
held on Monday 30 July at 2pm
At the Mayflower Centre, Boston and via Teams

Board Members: Emma Tatlow - Active Lincolnshire (Chair), Alison Fairman, BEM - Community Representative, Andy Lawrence - Port of Boston, Jacqui Bunce - NHS, Inspector Ian Cotton - Lincolnshire Police, Neil Kempster - Chestnut Homes, Toby Ellyatt Dawson - Away Resorts, Tracy Stringfellow - Heritage Lincolnshire, Jurate Matulioniene - Boston Lithuanian Community Group and Claire Foster - Cultural Compact

Support Team: Maria Cotton, Jon Burgess, George Gustard, Amber Lawson and Michelle Gant

1. Welcome

Emma Tatlow opened the meeting and welcomed all members. ET noted that this was her first meeting as Chair. Board members and the support team gave personal introductions.

2. Apologies for Absence

Apologies for absence were received from Cllr Mike Gilbert, David Fannin, Lynette Leith, Luisa Stanney, Michael Morris and Abdul Hamid Qureshi.

3. Declarations of Interest

No new declarations of interest were made.

4. (a) Minutes of the Meeting Held on 22 June 2026

The minutes of the meeting held on 22 June 2026 were approved as a true and accurate record.

(b) Action Plan

The Board reviewed progress against the Action Plan. It was noted that updates on Community Safety Officers would be provided to the Board. The Terms of Reference would be reviewed later in the meeting. Boston Business Association has been contacted; MC has had a meeting with Tony Cammack and he and Joe Gray will join the board from the August meeting onwards casting only one vote between the two of them. The Cluster Lead meeting took place, and a summary of the meeting has been provided to all. All projects received an outcome letter and the initial projects agreed have also received heads of term letters. Members agreed that all outstanding actions would remain under review.

5. Pride in Place Programme

(a) Notes of Cluster Group Meeting

All decision letters have now been issued to project leads. It was emphasised that Cluster Groups are intended to support collaboration and help identify community needs, rather than serve as a bidding process for funding. Expectations will need to be carefully managed, as the narrative around '£20 million funding' sounds a lot, but is not all available in the first year/s. Members were reminded that Cluster Group discussions should build on existing projects and explore opportunities for partnership and alignment, rather than initiate entirely new conversations. A Community Conference was proposed as a potential format for the initial Cluster Group meetings, helping to ensure a shared understanding that the process is focused on co-production and collaboration rather than competition for funding. It was also noted that the current approach of slowing the process down is designed to maximise opportunities and achieve the best outcomes.

(b) Projects Progress - Quick Wins

The group acknowledged that the programme is now moving into the delivery phase, with all Year 1 revenue funding already allocated. A request was made to replace the term "quick wins" with "Year 1/Early Impact Projects" in future communications.

(c) Boston Tour of Britain Cycling Event Update

Members received an update following the business engagement event for the Tour of Britain held earlier that day. Plans are progressing well and include a range of community engagement activities, such as a children's bike design competition, bike-themed prizes and vouchers, bike upcycling initiatives, a bubble bike attraction, and the involvement of Transported. It was suggested that ET be invited to act as a competition judge, and Board members were encouraged to help promote the event and consider how they may wish to be involved. Preparations across the town are increasing, there will be land art visible from overhead cameras, Lincolnshire and British-themed bunting, weekly countdown communications to businesses, and a planned deep clean in the week preceding the event. The route has been scoped and prioritised, with property owners and businesses being contacted regarding improvements, banners, and promotional displays. Commentary information is also being prepared for event broadcasters. Discussion highlighted the importance of securing a lasting legacy from the event, including evaluating its economic impact, with Lincoln contributing 50% of the cost of the initial assessment, as well as exploring longer-term benefits such as improved cycling infrastructure, active travel initiatives, safer cycling promotion, road and cycle lane improvements, and encouraging walking and cycling within the town centre. Members noted the significant amount of work required within a short timeframe and requested a breakdown of the Board's funding contribution.

Action:

- MC to provide a breakdown of ToB investment

6. Boston Neighbourhood Board - Terms of Reference

Members reviewed the revised Terms of Reference, noting that the document had been streamlined and the wording refreshed to ensure the language used is inclusive, in plain English and reflects the values of Pride in Place. There were no fundamental changes made to the underlying principles. It was confirmed that Local Government Reorganisation (LGR) is not expected to have a significant impact to PiP, other than changes to council naming arrangements. Looking ahead, it was noted that the establishment of a Town Council may present an opportunity for council representation on the Board. Members also received an update on revised guidance, including the requirement that at least 51% of Board members must be local representatives, with no longer any designated essential members. Attendance expectations for Board meetings are now also included within the governance documentation.

It was suggested that a planner or timeline of key programme milestones would assist the Board in understanding future requirements and priorities.

Members highlighted the importance of increasing diversity within the Board, particularly through the recruitment of younger representatives, and agreed that workshops could be provided to support community representatives in understanding the role of Board membership and the wider Pride in Place programme. The importance of creating an inclusive environment for all members was emphasised.

The Board also considered approaches to recruitment, induction and succession planning. Members discussed improving the experience of joining the Board, including opportunities for mentoring and learning from new members' experiences. It was suggested that Board members could bring a "plus one" to meetings as part of a mentoring approach, allowing prospective members to gain insight into the Board's work and encouraging wider participation. Members noted that reducing the use of acronyms and considering more accessible formats for introductory meetings would support inclusivity. Previous examples of opening meetings to members of the public were referenced as a means of encouraging engagement.

Further discussion considered the composition and future needs of the Board. Members suggested undertaking a skills audit to identify strengths, gaps and future recruitment needs, while also reflecting on the appropriate size of the Board. It was agreed that recruitment processes should remain open and transparent and that membership should reflect the wider community rather than focusing solely on skills and experience. Members also discussed the wording of section 3.7 of the Terms of Reference, noting that it appeared overly broad and should be reviewed. The Board agreed the Terms of Reference, subject to revisions to section 3.7, with final amendments to be approved electronically via email.

Action:

- Create a planner/timeline of key programme milestones to assist the Board - LS/AL
- For new members - What is it like to join the board? What can be learnt from your experience? - TED
- Review section 3.7 of the Terms of Reference and seek approval by board over email - LS

7. Communications Update

Members received an update on communications and community engagement activity, noting plans to hold a Community Conference as part of the Cluster Group work to support engagement and collaboration across the programme. Work is also underway to develop positive communications highlighting the impact of the Year 1/Early Impact Projects, with members recognising that communities respond positively to visible examples of local improvements and outcomes.

The Board discussed the use of different communication channels to reach a range of audiences. Facebook was identified as the most widely used platform for engaging local communities, while LinkedIn remains effective for stakeholder and partner communications. Instagram will be utilised more actively to showcase visual content and project progress, and the future use of TikTok may also be explored to broaden engagement opportunities. Members acknowledged the importance of tailoring messages and communication styles to suit different audiences and platforms.

During the discussion, a Board member raised the potential opportunity to install large digital screens on key routes into and through Boston, to promote local events, activities and achievements including Blackfriars and Boston United. Members agreed that there is a need to tell Boston's story more effectively, highlighting local successes and celebrating the town's strengths as part of the vision for 2030.

8. Capacity Funding - Verbal Update

The Board were informed that a programme dashboard was under development and is being formulated to support programme oversight and monitoring.

Members noted that £175,000 remains available within the Capacity Fund. This amount is lower than previously reported due to the Board's earlier decision at the December meeting to ringfence £100,000 for the work of the Cultural Compact project and team in supporting the development of proposals to support Boston 2030. It was agreed that the remaining Capacity Fund allocation could be used to support further feasibility work and/or community engagement activities. The Board was also advised that no additional Capacity Funding will be available in future years; however, any unspent funding may be carried forward into subsequent years.

Capacity Funding for Cultural Compact

CF will bring a paper to a future Board meeting outlining projected expenditure and planned use of funds against the allocated capacity funds.

The Board discussed preparations for the 7 September 2030 anniversary of the naming of Boston, Massachusetts, and the opportunity this presents for the town. Consideration was given to governance and leadership arrangements for the 2030 programme, specifically due to anticipated changes within the local Council structures under Local Government Reorganisation It was suggested that the Cultural Compact could take a leading role, working alongside the Boston Neighbourhood Board and potentially a new Boston Town Council. Members emphasised the importance of establishing a broad strategic partnership and maximising opportunities to secure external funding.

The Board heard that previous investment through the Pride in Place programme is being used to leverage additional funding opportunities, including potential applications to organisations such as The National Lottery Heritage Fund. Members also noted that the Cultural Compact is funded by Arts Council England.

To ensure continued oversight and strategic discussion, it was agreed that the Cultural Compact will become a standing agenda item at future Board meetings.

It was noted that 2030 will also mark the conclusion of the first regeneration plan. Considering this, members agreed that 2030 should now be positioned as Boston's Year of Culture, replacing the previously proposed target year of 2028.

Finally, members were advised that an Arts Council England Executive representative is expected to attend Illuminate on 27 November. The visit was recognised as an important opportunity to showcase activity and encourage further external investment and funding support for Boston's cultural ambitions and the Board were encouraged to attend the event if available.

Action:

- CF to bring a paper to board outlining projected expenditure and planned use of funds.
- Cultural Compact to become a standing agenda item to update on Boston 2030 workstreams.

9. Chair's Update & Board Development Thoughts

The Chair's board development item will be included in the next meeting due to time constraints.

10. Any Other Business

Members received updates on a range of local projects and initiatives.

- JB - It was noted that work is now underway on the Community Diagnostic Centre (CDC).
- ET reported she'd attended the recent Transported Arts Symposium and highlighted Fydell House and Shodfriars were both looking great now.
- The Board was also informed that Active Lincolnshire has secured and signed a c.£1+ million Sport England contract for Boston, covering activity across the district. Members welcomed the investment and the opportunities it presents to support health, wellbeing and active lifestyles within local communities.
- Magneto Films expressed an interest in documenting a future Board meeting and interviewing Board members to help showcase the work and impact of the programme.
- ET advised that she is having individual meetings with Board members and noted that a tour of the Port had taken place earlier that morning to further develop understanding of local opportunities and priorities.

Date of Next Meeting

Monday 24 August 2026 at 2.00 pm - on Microsoft Teams.