

Chelmsley Wood East Pride in Place
Neighbourhood Board Meeting Minutes

Date: Tuesday 14 July 2026

Time: 6pm

Venue: St Andrew's Church, Chelmsley Wood

Attendance

Board Members Present

- Neil Roberts (Chair)
- Dave Lane
- Chet Parmar
- Sam Flint
- Corinne Hobson
- Daniel McGuinness
- Shesh Sheshabhatte
- Sarah Spencer
- Sara Bonas-Whalen
- Cllr Karen Grinsell
- Cllr Phil Tierney.

In Attendance

- Austin Rodriguez – Head of Service, Stronger Communities (SMBC)
- Felix Kupay – Partnerships & Programme Manager (SMBC).

Apologies

- Saqib Bhatti MP
- Natalie Travers.

Absent

- Chelmsley Wood Town Council Representative.
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Summary of Outcomes

The inaugural meeting of the Chelmsley Wood East Pride in Place Neighbourhood Board focused on establishing the Board, confirming membership and governance requirements, agreeing urgent programme boundary amendments, and identifying priorities for upcoming meetings. Members discussed the purpose and ambition of the Programme, including the development of a community-led investment plan and long-term vision for the area. The Board also approved a small promotional grant to support early community engagement activities.

Key Decisions

1. Board Membership Confirmed

All attendees confirmed their willingness to serve as members of the Neighbourhood Board. The Board noted the requirement to maintain compliance with government guidance, including representation from the local MP, ward councillors and ensuring at least 51% of members live or work within the programme area.

2. Programme Boundary Approved

The Board approved amendments to the proposed programme boundary to:

- Include properties off Berwicks Lane omitted from the original boundary.
- Include Dillington House and Cheshunt House on Moorend Avenue.
- Include the green area planned for future development.

The Board also agreed to retain the programme name Chelmsley Wood East Pride in Place.

3. Approval of Community Engagement Grant

The Board approved a grant of £7,000 to Three Trees Community Centre to deliver initial Pride in Place promotional and engagement activity, including:

- Website development
- Posters and printed materials
- Pull-up banners
- Associated project support costs

The Chair agreed to provide Board members with a detailed expenditure breakdown and evidence of spending.

Matters Discussed

Programme Vision and Expectations

The Chair outlined the purpose of the Pride in Place Programme and the opportunity it presents to secure investment and deliver long-term improvements for Chelmsley Wood East. Members highlighted the importance of:

- Creating a community-led investment plan.
- Leveraging additional funding opportunities.
- Developing a sustainable vision extending beyond the initial 10-year period.

Funding and Governance

Members received an overview of available capacity and engagement funding and discussed:

- The Council's role as Accountable Body and Secretariat.
- The overall funding allocation and expenditure profile.
- Arrangements for Board member expenses.
- The need for governance arrangements, induction, code of conduct and terms of reference.

Future Priorities

The Board agreed that future meetings would focus on:

- Board induction and governance.
- Appointment of a Vice-Chair.
- Establishment of thematic working groups.
- Development of a community engagement strategy.
- Preparation of a four-year investment plan and ten-year vision for the area.

Action Log

Ref	Action	Lead	Due
1	Follow up with Chelmsley Wood Town Council regarding Board representation and provide an update.	Neil Roberts	Next Board Meeting

2	Confirm arrangements for reimbursing Board member expenses and attendance-related costs.	Felix Kupay / Austin Rodriguez	Next Board Meeting
3	Send Board members a draft TORS, Code of Conduct, Conflicts of Interests Policy and Community Engagement Strategy for discussion.	Felix Kupay	Before 21 July 2026 Meeting
4	Share Board members' contact details (email addresses) to facilitate communication.	Felix Kupay	Before 21 July 2026 Meeting
5	Circulate information on proposed thematic working groups and invite expressions of interest.	Neil Roberts	Before Next Board Meeting
6	Provide Board members with a breakdown of the approved £7,000 promotional budget and subsequent expenditure evidence.	Neil Roberts	Completed – update issued 20 July 2026

Next Meeting

Tuesday 21 July

6pm

St Andrew's Church, Chelmsley Wood