PRIDE IN PLACE
LED BY YOU – BACKED BY UK GOVERNMENT

Minutes of the Paulsgrove Neighbourhood Board
held on Friday 17th July 2026

Time:	1:30pm – 3pm
Location:	HIVE North Hub
Chair:	Rev Hugo Deadman (HD)
Minute taker:	Jo Horner (JH)
Board Members Present:	Alice Bee (AB) Amanda Martin – MP, Portsmouth North (AM) Charlotte Stephens (CS) Chris Loveday (CL) David Horne (DH) Jessica Davies (JD) Kerry Justo (KJ) Keshia Stewart (KS) Melissa Healy (MH) Simon Ingram (SI) (Online)
Apologies:	Courtney Jones (CJ) Hannah Hart (HH) Joe Standen – Councillor, Paulsgrove (JS) Ricky Harding (RH) Vikki Gidney (VG)
Observing:	Helen Reeder (HR)
Quorum:	It was agreed that the meeting met quorum

1.07.26 Welcome

HD welcomed everyone to the meeting.

2.07.26 Apologies

Apologies were received from CJ, HH, JS, RH and VG.

3.07.26 Conflict of Interests declaration

HD explained that at times people will have conflicts of interest and how this will be managed will be discussed under item 3.07.26 on the agenda. On this occasion there were no conflicts of interest to declare in relation to today's agenda.

4.07.26 Quorum

It was agreed that the meeting met quorum.

5.07.26 Introductions

HD invited everyone to introduce themselves and explain briefly why they wanted to be part of the NB for Paulsgrove.

HD noted that there is a good range of experience and skills among the board members and that the uniting factor is a desire to make a difference in Paulsgrove.

6.07.26 Project overview

It was highlighted that at this stage the project is about listening to the community.

Paulsgrove has requested a boundary change to that initially proposed by MHCLG. The requested change would expand the area slightly and include Castle View which is important as it is the secondary school for the area.

AM gave an overview of how the suggested boundary change came about and noted that she as MP had taken MHCLG on a tour of the area so that they could better understand the geography and why the change was being requested.

The proposed new area covers the majority of the electoral ward.

7.07.26 Policies

1. ToR

HD explained that the ToR define how the NB will work. PCC as the authority hold the funds and the Pride in Place NB decide how and where the money will be spent.

HD talked through the main points of the ToR.

AM suggested that section 10 needed rewording to ensure it is clear that decisions on spending are taken by the NB.

There followed a discussion about funding that included:

- How the money is drawn down
- Will the money earn interest until it is spent?
- What is the timeline for the release of funds

It was agreed to invite a representative(s) from PCC to the next meeting to clarify the financial processes.

It was agreed to amend the ToR as suggested and to then send to PCC to ensure they are compliant before being circulated to the NB for further comment.

There was also a discussion about whether a Deputy Chair could be appointed and it was agreed that JH will email PCC to ask if this is possible.

2. Code of Conduct

HD noted that the code of conduct is about being respectful and sets out the standards of behaviour expected of board members.

AM explained that in relation to section 9 'Gifts and hospitality', elected representatives are required to update their relevant parliamentary or local government registers regularly and to do this for NB as well would be duplicating work unnecessarily. It was suggested that a paragraph be added (9.4) to say that elective representatives are required to fill out the register of interests declaration form upon taking a seat on the Board and thereafter update their relevant parliamentary or local government registers, under the respective rules of those registers. The accountable body will signpost the public to these sites.

AM suggested that a section 10 on media be added to social media to say that when board members when making statements about Pride in Place, they will respect, own and advocate for decisions made by the Board and not divulge disagreements or differences that may have been expressed.

It was agreed to amend the code of conduct as suggested.

3. Conflict of Interests

HD noted that sometimes discussions and decisions may be had at board meetings that relate to an organisation or body that one or more members are associated with and the conflict of interests policy details how these will be managed. All board members will be asked to complete a declaration of interests form and to inform the meeting if they have an interest in the discussions and to abstain from those discussions and any decisions related to their interests.

The conflict of interests policy and form were approved.

It was agreed that JH will email the conflict of interests form to board members to complete.

4. Privacy Statement

HD explained this is about ensuring we comply with GDPR.

The privacy statement was approved.

Actions:

1. JH to email PCC and ask if a representative from PCC would be available to talk at the next NB meeting
2. JH to amend ToR and send to PCC
3. JH to circulate amended ToR to board members for further comment
4. JH to email PCC to ask advice on the appointment of a Deputy Chair
5. JH to amend Code of Conduct and send to PCC
6. JH to circulate amended Code of Conduct to board members for further comment

7. JH to email conflict of interests form to members to complete

8.07.26 Finance report

It was noted that initial expenditure has been in relation to staffing. Staff will be employed by HIVE Portsmouth with JH on secondment and a Community Connector to lead on community engagement to be appointed soon.

There has been a small amount of expenditure on merchandise. It was noted that the T shirts were felt to be quite expensive. KS will explore other supply options to see if they might be cheaper.

Actions:
1. KS to look into options for Pride in Place T shirts

9.07.26 Plan of engagement activities

It was agreed promoting Pride in Place and raising awareness within the Paulsgrove community is key and that once the Community Connector is in post, a priority is to make a promotional pack that can be used for Facebook and other social media.

It would also be useful to look at designing some posters and AM said she would talk to her office about this. It was also noted that CS does graphic design which could be useful.

The first event at which Paulsgrove Pride in Place had a presence was Paulsgrove Carnival and subsequently we had a stall at Victory school's fair. We had good engagement at both events asking members of the community what they are proudest of living in Paulsgrove and what they would like to see more of.

Residents' responses show they value the strong sense of community in Paulsgrove and are proud of their local area. The most consistent priorities were:

- More provision for children, young people and families
- A splash park or water-based activity centre*
- More local shops and/or a weekly market
- More community events and opportunities for people to come together
- Better parks, play areas, greenery and public spaces

*It was noted that these events took place during a particularly hot, dry period of weather.

HD asked that if anyone has events over the summer where we could promote Paulsgrove Pride in Place, please let us know and we will do our best to arrange for someone to attend.

Ideas for events to engage the community were discussed including:

- A barbeque at the Crossed Keys with games and activities
- A big launch event to include a Big Clean in Paulsgrove. Hippo Waste and Mountjoy are among companies that could be approached to help.

It was agreed that AM office will begin to look at plans for a launch big clean event and barbeque.

There was a discussion about how to engage with particular communities within Paulsgrove including young people and young adults to ensure they have a voice in how the funding should be used to improve the wellbeing of people in Paulsgrove.

It was agreed that KS and AB have the experience and connections to lead the engagement with young people aged 12-19 years. It was noted that there is a need to engage with SEND young people as part of this. KS and AB will look at a plan and ideas to bring to the next meeting.

AM and CS will look at a plan to engage with young adults aged 19 years and over.

It was noted that there is also a need to look at how to engage with, and give a voice to, older people and those from ethnic minorities and/or cultures as they are among the groups who are often harder to reach. It was agreed to discuss this at the next meeting.

Actions:

1. Once Community Connector is in post, develop a promotional pack
2. AM talk to office about posters
3. Everyone to email events where we could engage with community to HD
4. AM to look at ideas of a Big Clean and BBQ launch event involving local companies
5. JH to link KS and AB
6. KS and AB to look at engaging with young people aged 12-19 years and bring ideas to next meeting
7. AM and CS to look at engaging with young adults aged 19+ years and bring ideas to next meeting
8. Discuss how to engage with older people and those from ethnic minorities and/or cultures at the next meeting

10.07.26 Meeting plan

It was agreed that meetings should be monthly with the next meeting planned for mid August, and that Friday afternoons are the best time to meet for most people. Some people prefer earlier and others later so we will vary the times between 2-4pm and 4-6pm between now and the end of the year.

It was noted that there are funds available for to help with costs such as care for dependents or travel, to enable board members to come to meetings.

Action:
1. JH to put a meeting plan together

11.07.26 AOB

<u>11.1 Communications</u>

It was agreed to set up a WhatsApp group for board members and that everyone is happy to share emails so we will stop blind copying everyone when emailing the board. One member is going to send an alternative email.

<u>11.2 Analysis from initial events</u>

Some of the initial feedback from residents has flagged issues that should be addressed by statutory services for example motorbikes racing on the field. When such issues are raised AM asked that we let AM or JS know so that they can flag with the local council.

<u>11.3 Finance template</u>

JH shared the template for financial reporting that PCC have suggested could be brought to each meeting. The figures will be inputted by HIVE and PCC. JH will share the template by email and invite comments.

<u>11.4 Small project funding</u>

HD highlighted that the board could draw down some funding to offer to small projects over the summer which could help raise awareness of Pride in Place and boost community engagement.

A short discussion followed about whether such funds would be offered on a match funding basis and how much might be offered to individual organisations and overall.

It was agreed that we would agree a process at the next meeting whereby we can advertise, assess and issue small grants.

Actions:

1. JH to set up a group WhatsApp for board members
2. JH to share the finance template by email
3. Agree a process at the next meeting whereby we can advertise, assess and issue small grants

Date of next meeting: 1pm-3pm Friday 14th August