

**Boulevard and St Andrew's Quay Pride in Place
Neighbourhood Board Meeting**

Agenda

24th July 2026 – 3.30pm – 5pm

The Vulcan Centre - 42 Heron Street, Hull, HU3 3PF

Item			Presenter
1.		Welcome, Introductions, and Apologies	Chair
2.		Minutes of Meeting 3.7.26	Chair
3.		Declarations of Interest	
4.		Recap of Board development to date	Chair
5.		Community Engagement Approach and Plan	Cassie Kemp
6.		Pride in Place Community Grants application for engagement event/ small projects.	
7.		Neighbourhood Panel development	
8.		Future Meetings	
9.		Any Other Business	

Circulation: Board Members, Pride in Place Team

**Minutes of Meeting of Boulevard and St Andrew's Quay Pride in Place
Neighbourhood Board**

3rd July 2026 – St. Matthews Enterprise Centre.

Present (Members): Simon Berry – Chair MP Emma Hardy, Cllr Hale, Cllr Dearing Dave Coates, Andrew Penny, George Norris, Achori Emmanuel, Obinna Okoro, Rev Richard Coutts, Jerry Thompson (Fishing Heritage), Karen Tozer (Ground Works), Michelle Wilson (Hessle Road Network), Lausanne Tranter. Present (Observers/Advisers) Cassie Kemp Neighbourhood Co-ordinator	Present (Programme Support): Nathan Turner, Iain Atkinson, HCC Apologies: Haitam Amudi, Amazon Jackson, Jerome Denton
Minutes in brief	
1. Welcome, Introductions, and Apologies – Chair opened the meeting, welcomed all members to the first Pride in Place (PIP) Board meeting. Apologies from Haitam Amudi and Jerome Denton. The Chair reported that Amazon Jackson has chosen not to be part of the PIP board therefore will not be attending future meetings.	
2. Declarations of Interest – a. Chair explained the declaration of interest and members need to read and sign. No objections by the board	
3. Recap of Board development to date – a. Nathan Turner gave a break down of important dates 17th July • Confirmation of independent chair and details of board membership. Names only will be shared for public information on the Hull City Council Website • Submission of engagement plan – draft given out for board members to comment on. We will continue to develop the engagement plan in line with the submission paper. • Agreed pride in place boundary for Boulevard and St. Andrews Quay. • Endorsement from local MP	

4. Terms of Reference (TOR) -

All members have a copy of the draft TOR which was provided prior to the meeting. Following discussions the points below are to be changed or added. See Appendix A for full changes

- a. 3.3 Renumeration of chair/ Board members
- b. 3.7 Deputy Chair
- c. 3.8 Quorum
- d. 3.10 Urgent Matters and Operational Delivery
- e. Declarations of interest
- f. Annex E

It was agreed that a revised TOR to be sent out before Friday 10th July for members to review before signing

5. Change to Boundary –

Dave Coates raised a Declaration of Interest in relation to Lonsdale Centre. The Chair and Board agreed that he could speak on the matter and remain as part of the meeting for this item

- a. A copy the boundary with an explanation given to all board members. The areas have been defined by the Government. The Neighbourhood Board can decide to fund projects outside the boundary if residents within the boundary will benefit.
- b. Discussion took place on whether the boundary can be changed in the future, Nathan Turner replied that he has raised this with the government and is waiting for a response.
- c. It was discussed that we should not be funding projects that Hull City Council/public sector bodies should be responsible for, if we are aware of future projects then we can work in collaboration.
- d. All board members agreed to keep the boundary as set out by the Government and would look to agree to fund projects neighbouring the boundary, on agreement with the board.
- e. Board members asked if the boundary can be moved in the future to include parts of Newington. Nathan Turner to make further enquires with the Government.

6. Engagement Approach and plan –

- a. A copy of the Submission of Engagement plan was given out for board members to comment on. It was explained that this is a summary of the plan with a maximum word count of 750 words. We will continue to develop the engagement plan in line with the submission paper with the help of board members and Neighbourhood panel members.
- b. A discussion took place on engagement and the potential options for developing the approach with local residents and organisations
- c. Board members discussed upcoming events that have already been organised with details to be provided to Cassie Kemp.

7. Pride in Place Community Grants Process –

- a. Chair produced a copy of his plan detailing a 3-tier approach to funding with the idea of making the application form simplified. Chair agreed to work with Cassie Kemp to develop a form for small grants.

8. Neighbourhood Panel development – Not discussed due to time limitations

9. Draft Budget for discussion –

- a.** A copy of the budget proposal was given out and discussed. Nathan Turner explained that funds not spent by 31 March 2027 can be carried over to spend in future years. There will be future funding in the years to follow. The only committed funding is Programme Support £70,000 the other budget allocation can be changed accordingly. The board discussed the Capital and Revenue amounts and whether these need to be changed in future.

b. Dates of Future Meetings –

Next meeting date Friday 24th July 3.30 – 5pm – venue to be decided.

The board suggested another location within the area – Hessle Road Network or The Vulcan Centre.



Boulevard and St. Andrews Quay COMMUNITY GRANTS FUND APPLICATION FORM

Please refer to guidance notes to help you complete this application. If you have any queries about completing this form, please contact

BoulevardandStAndrewsPiP@hullcc.gov.uk

Applicants must complete all sections of the form and ensure that the application is signed and dated.

For internal use only

PiP Grant Application Reference:

1. APPLICANT DETAILS

1a. Organisation or Group Name: (if you have one)	
1b. Address:	
1c. Post Code:	
1d. Contact Person:	
1e. Daytime Telephone Number:	
1f. Mobile, or other number:	
1g. Email Address (if any):	
1.h If your group does not have it's own constitution and organisational bank account you can ask an established organisation to work with you to receive	

and manage the grant on your behalf.
Please refer to the guidance and give
details here or contact
BoulevardandStAndrewsPiP@hullcc.gov.uk

2. ABOUT YOUR ORGANISATION OR YOU (if applying as an individual)

2a. What are the main activities of your group or organisation?

2b. Who benefits from your group's activities?

2c. How many people are involved in your group? (If you are not an organisation or group, give details of who will be involved)

Committee members:

Volunteers (Additional to Committee):

Other members, regular attendees etc:

2d. Any activities that involve young people or adults at risk should be carried out with the utmost priority given to their well-being and safety.

Do the activities of your group involve working with young people or adults at risk?

YES	
NO	

If yes, Do you have a Safeguarding Policy for certain activities as you may need to Disclosure and Barring Service (DBS) clearance check?

Does your group have a Safeguarding policy or procedure?

YES	
NO	

Are the group members that will be working with young people or adults at risk DBS checked?

YES	
NO	

3. PROJECT DETAILS (if applicable)

3a. Please tell us about the event / activity that you will use the Pride in Place Community grant for. Please include details such as:

- the venue or setting
- what you will be doing on the day (or longer if an ongoing process)
- how you will incorporate Pride in Place
- If it is part of an existing event or activity please state what the additional funding will enable you to do

WORD COUNT: 250 maximum words

3b. Who will you engage with in your event/activity? E.g. families at a summer event, young people in a youth club, community based sporting event, the general public etc? Please state potential numbers of people you expect to engage with if you are able to do so.

WORD COUNT: 250 maximum

3c. Please tell us when the event/activity will start and finish? If applicable

DATE:

TIME:

3d. Are any partner organisations or other groups working with you on the event /activity? If so, please tell us about how you are working together.

3e. How will you record any feedback from your project / activity and how will you provide feedback to Pride in Place e.g. numbers engaged, comments and suggestions received?

WORD COUNT: Maximum words 250

4. PROJECT COSTS

4a. How much will your event / activity cost in total? £

4b. How much do you need from the Pride in Place Community Grant? £

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4c. Have you applied for, or received, funding for this event / activity from elsewhere?

YES	
NO	

If yes please give details:

4d. Please provide a breakdown of all the costs of the project		
ITEM (e.g. catering, equipment)	ADDITIONAL DETAIL (e.g. quantities, source of estimated prices)	COST
		Total

PLEASE CONTINUE ON A SEPARATE SHEET IF NECESSARY

5. BANK DETAILS

This section is for your bank account details. Due to the Data Protection Act 1998 this page will be detached from your application and will not be seen by those deciding the outcome of your grant. Please state if these details are for your group or for an organisation which would be managing the grant on your behalf. If you do not have a bank account contact for help BoulevardandStAndrewsPiP@hullcc.gov.uk

5a. Account Name

5b. Account Number (including Sort Code)

5c. Bank Name and Address

5d. Account Signatories (2 required)

Name:	
Position:	
Name:	
Position:	

6. DECLARATION

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Please check that all sections of the form have been completed and sign below.

We confirm that the information in this form is correct. If a Pride in Place grant is awarded, it will only be used for the purpose given and according to any conditions specified. We understand that after payment of a grant, we will be expected to provide information on the progress of the project and proof of expenditure.

Signature 1 (person submitting form) Please print Date

Signature 2 Please print Position Date

7. CHECKLIST

Has the following been included in your application? (if necessary) A copy of your constitution A copy of your accounts or bank statements A copy of your Safeguarding Policy or Procedure (if applicable) A copy of your Public Liability Insurance (if applicable) Evidence of other funding for the project (if applicable) Please note – Information submitted on this application form may be disclosed under the Freedom of Information Act 2000 or other legislation	<table border="1"><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr></table>					

Please return this form to BoulevardandStAndrewsPiP@hullcc.gov.uk