

SCARBOROUGH NEIGHBOURHOOD BOARD

FRIDAY 11th SEPTEMBER 2026
THE STREET | 2:30 PM

DRAFT MINUTES

Chair Heath Samples HS	Helen Baker HB Ooh Hula Hoop Marketing
Martin Barkley MB York & Scarborough NHS Trust	Isobel Shire IS YNYCA
Adrian Perry AP Scarborough and District Civic Society	Helen Jackson HJ NYC
Cllr Janet Jefferson JJ North Yorkshire Council	Kerry Levitt KLV NYC
Cllr Sarah Mason NM Scarborough Town Council	Lauren Hopson-Haw LHH NYC
Richard Cooper RC Beyond Housing	Cllr Mark Crane MC North Yorkshire Council
Richard Flinton RF North Yorkshire Council	Simon Bull SB Scarborough Business Ambassadors

1. APOLOGIES

- Alison Hulme MP
- Richard Boyes
- Matt Butterworth
- Karen Porter

2. DECLARATIONS OF INTEREST

2.1. None.

3. MINUTES OF THE PREVIOUS MEETINGS AND MATTERS ARISING

- 3.1. The Board reviewed and agreed the minutes of the meeting held on Friday 19 June 2026 as a true record.
- 3.2. No matters arising.

4. PUBLIC SPEAKING TRAINING

- 4.1. SB provided a brief overview of what the public speaking session would involve and noted that it would be useful for Board members, particularly with the Board holding public forums. HS encouraged members to take up the training. KLV confirmed that some dates have already been received from the trainer and will be circulated with the minutes. Board members are to let KLV or LW know if they wish to participate.

5. MHCLG GUIDANCE UPDATES

5.1 KLV ran through the updated guidance received from MHCLG in relation to the Pride in Place programme. The updated guidance does not currently require any amendments to the Board's Terms of Reference.

5.2 The key updates relate to:

- Consolidated guidance documentation, making the programme easier to digest.
- Greater clarity on roles, reaffirming that Neighbourhood Boards make local funding decisions, with greater emphasis on accountable body responsibilities and the management of public funds.
- New guidance on safeguarding, which the Board will need to consider as it transitions to a separate entity, including whether Board members should undergo DBS checks where they are carrying out engagement with children and young people in targeted settings.
- A new section on social media, including the need to use #prideinplace and advice on dealing with online abuse and trolling.
- New guidance relating to community assets. This is likely to be more relevant to Phase 2 towns, but it has been clarified that funding can be used, and assets purchased, outside of the PIP boundary provided the primary benefit is for those within the intended target area.

5.3 HS commented that it was good to see the programme being streamlined and noted that Phase 2 places appear to be finding it easier to navigate, following the experience of Phase 1 places.

6. PROGRAMME UPDATES

6.1 KLV ran through the latest programme and project updates:

- **Sprucing Up Scarborough:** HRSA engagement with landlords is progressing well; the McBean Mural artist brief has been issued with a good response received, and the grant schemes and green space improvement information are ready to launch.
- **Square One:** Advanced discussions are taking place, and solicitors have been engaged in relation to a key anchor tenant within the space. The updated Business Case is due to be submitted this month, with an extraordinary Board meeting to follow for review.
- **Scarborough Fair:** The first PiPP-funded Fringe event has been delivered, Extreme is taking place over the weekend of 19-20 September, Winter Lights planning is underway, and work is progressing to establish the organisation as a CIO.
- **Turning Tides:** A support worker has been recruited, the project is almost at full capacity, referrals are increasing, and the final grant agreement is due to be

issued this month. TT report been part of the PiPP programme has really helped raise the profile of the project.

- **Men's Wellbeing Hub:** Premises have been secured, a Project Manager has been appointed, and HR, social media and trustee support is in place. The final grant agreement is due to be issued this month.
- **Stephen Joseph Theatre:** The design team has been procured, and contractor procurement is expected next quarter.
- **Community Grant Fund:** The first meeting has taken place, grant criteria have been agreed based on the PiPP interventions, however using simpler language, and a Scheme of Delegation has been drafted. A final meeting will take place in September to finalise the last points, with approval and launch expected in October.

6.2 MB spoke about Dad's Behaving Madly following a recent meeting with the charity's founder. He noted that the founder is a real inspiration, and that it is good to see additional support being brought in to assist with the workload. MB has arranged for leaflets to be placed in the hospital and is linking in with the GP network.

6.3 HS spoke about the Stephen Joseph Theatre project and noted that it is progressing well. Repairs are being undertaken using local contractors, with the next phase of works due to start early next year.

7. BUDGET UPDATE

7.1 KLV ran through the current budget position, highlighting where spend had occurred. Costs for the first public forum are slightly higher than anticipated. This can be reviewed after the event and if it worked well, the budget allowance can be revised. Regardless, the Board are on track to remain within the annual budget.

8. QUARTERLY COMMS UPDATE

7.1 HB ran through the communications update, covering progress from May to September, the September priorities and the forward story calendar:

- Four press releases have been issued since May, with around 15 media contacts per release.
- This is the Coast interview has taken place
- Reusable Chair video content has been created, and regular social content has been shared through local and stakeholder channels.
- Meet the Board content has been developed and engagement insight has been used to shape FAQs and public messaging.

- September priorities include building and measuring the Pride in Place Facebook page and following up the open meeting
- An opinion article and delivery press release are being progressed, with press, radio, social and stakeholder activity to make visible delivery the main focus.
- The forward story calendar will focus on open meeting follow-up and first project milestones in September, Men's Wellbeing Hub and Winter Fringe/Art in October, Square One, Community Grant Scheme Launch and Scarborough Lights in November, and a 2026 progress summary and 2027 look-ahead in December.

7.2 HB highlighted that there was still one outstanding picture required for the website. It was noted that one missing picture stands out and does not promote transparency, and that it may look better to use no pictures rather than have one missing. The Board discussed different options for images if actual photos were an issue for some Board members.

8. BOARD MEMBER RECRUITMENT

8.1 HS informed the Board that 12 applications have been received and, following an initial criteria and eligibility review by NYC, nine have been recommended for assessment by the Chair, Vice Chair and MP. They hope to review the applications next week and invite shortlisted candidates for a discussion.

9. SPRUCING UP SCARBOROUGH

9.1 HS put forward an idea to use the remaining £240k capital funding towards addressing the seagull issue within Scarborough town centre. HS has met and spoken with other towns where similar issues occur and considered the solutions they have implemented. Any activity involving gull hotspots would require liaison and approval from NYC's environmental team. KLV to set up a follow-up discussion with the relevant officers.

10. PUBLIC FORUM PREP

10.1 The Board discussed preparations for the public forum, including the approach for managing questions, ensuring clear messaging and supporting Board members to respond consistently.

11. A.O.B

11.1 No AOB.

12. DATE OF NEXT MEETING

- Extraordinary Board meeting TBA in October.
- 22 or 29 January 2027, TBC.