

EASTBOURNE NEIGHBOURHOOD BOARD

Eastbourne Neighbourhood Board Full Board Meeting #7

04 July 2025 at 14.00hrs

Teams

Present:

Josh Babarinde MP (JB)	Member of Parliament for Eastbourne
Catherine Clifford (CC)	Board Member
Richard Garland (RG)	Board Member, Chair
Cllr Stephen Holt (SH)	Eastbourne Borough Council (Leader)
Mark Holland (MH)	Board Member
Duncan Kerr (DK)	Board Member
Loretta Lock (LL)	Board Member
Lisa Rawlinson (LR)	Eastbourne Borough Council
Joanne Rogers (JR)	Board Member
Jim Mathieson (JM)	Board Member
Simon Morris (SM)	Sussex PCC (on behalf of Katy Bourne)
Dr Yusaf Samiullah OBE (YS)	Board Member
Mark Streater (MS)	Sussex PCC
David Wakefield (DW)	Board Member

Apologies & Distribution:

Katy Bourne (KB)	Sussex PCC
Cllr Penny DiCara (PD)	East Sussex County Council
Alan Elder (AE)	EBS Consulting
Mark Evans (ME)	Sussex Police, District Commander
Jessica Lelliott (JL)	East Sussex County Council (Transport SE)
Bryn Mabey (BM)	Eastbourne Borough Council
Ben Mayer (BM)	Eastbourne Borough Council
Becky Shaw (BS)	East Sussex County Council
Nicola Walker (NW)	Sussex PCC

Meeting Notes and Actions

1. Welcome, Apologies and Introductions

RG welcomed the group to the meeting.

2. Interests of Members (Conflicts of interests)

No conflicts of interest were declared.

3. Meeting Purpose

Summer board meeting to discuss engagement plans, website development, and other key initiatives for the Eastbourne Neighbourhood Board.

4. Key Takeaways

- Following competitive bids, PRG have been selected to develop the board's website and provide a communications strategy review.
- Engagement schedule has been developed by the engagement working group and shared via Google docs for live update.
- Business questionnaire has gone live.
- Regeneration Plan submission date confirmed as November 28th.
- Youth engagement and shadow board positively received by Eastbourne secondary head teachers' group.

5. Governance Update

- Members of the board have lobbied for the inclusion of the eastern section of Sovereign ward to be included within the boundary. However, the PFT team have stated firmly that this would not be in the spirit of the fund and would impact on the data that qualified Eastbourne for the funding.
- ONS boundary agreed and submitted by the deadline. The board has requested written confirmation that we are able to include the blue/green spaces within the Borough, in the Regeneration Plan.
- The board has also requested written confirmation that the eastern section of Sovereign Harbour cannot be included in boundary due to potential impact on funding metrics. This will enable the board to share this decision with the citizens of Eastbourne.
- £200,000 additional and final capacity funding expected once boundary approved.
- Board discussed how to communicate boundary decisions to avoid negative public perception. Agreed that written confirmation would assist and that ward engagement activities would continue to include Sovereign ward.
- *(Post Meeting Note: Boundary has been confirmed by MHCLG and capacity payment is due to be paid on 31st July 2025).*

6. Regeneration Plan Timeline

- The final submission date for the Regeneration Plan (10-Year Vision 4-Year Investment Plan) has been confirmed as noon on 28th November 2025.
- Whilst every effort will be made to carry out engagement activities in time for this date it is widely agreed that engagement will be relevant for the lifetime of the funding and shall be an ongoing process with Eastbourne citizens.
- Both short term and long term engagement activities will require careful programming to ensure that trust is built across the town for the work of the board.
- Board members will be attending the scheduled MHCLG webinar on the regeneration plans to be held next week.
- The board acknowledged that criteria for project applications needed to be developed.

7. Website & Communications Support

- After a competitive bidding process the board agreed to instruct PRG to develop a new stand alone NB website and provide initial strategic communications support.
- PRG to develop a Communications Strategy, create branding, design and develop a website and provide 6 months of website support.
- Final negotiations and a briefing meeting will be held within the next week and a holding page to be created quickly with FAQs and basic information.
- It was confirmed that the domain name and respective social media identifiers have been purchased for "WeAreEastbourne".
- Progress is being made on the creation of board emails for all non-statutory members, being firstname.lastname@weareeastbourne.org.uk.

8. Communications & Engagement Activities

- The merged communications and engagement working group met on 12th June.
- A live schedule of activities has been drawn up and is held on Google Docs. This was shared by the chair for the purposes of the meeting and used as an agenda.
- The business questionnaire has been launched through Edeal and sent to Chamber of Commerce members. The board will ask for the BID team to distribute to its members and similar request made of the shopping centres, retail parks etc. Board members were encouraged to share on LinkedIn etc.
- The working group for the Economic Strategy met on 26th June to review the regional and local data/ evidence and the MHCLG data pack. Further reviews are taking place with EBC members and officers. A draft strategy is due to be submitted to the board mid July.
- The board discussed the proposed Citizen forums, planned across all 9 wards, and that these are a priority for engagement. These would take place in mid-late September in order for there to be time to include feedback within the Regeneration Plan.
- In addition to these CFs, pop-up events are suggested to be held in high-footfall areas around the town including, Beacon, Langney shopping centre, libraries, surgeries, DGH and community centres etc. These may or may not be staffed and would include a simple post box or ideas board.
- Ongoing discussions with the Eastbourne Foodbank have been taking place to provide support at their own town stakeholder conference in September. This may provide an opportunity to engage with the audience and gather feedback. In addition, the Foodbank is considering how best to share their own ongoing engagement with their customers for inclusion in the NB regeneration evidence. The Foodbank are asking similar questions to the board, e.g. what do you need?
- Progress has been made with the creation of a Youth shadow board. The concept had been discussed and welcomed by the chair of the Eastbourne secondary schools head teachers' group. This will be developed for a possible launch in September.
- Consideration for a blue-green audit of town's open spaces, to be aligned with existing green infrastructure studies, is under consideration. It was agreed that this was not time critical and also presented future opportunities for extensive engagement across community groups.
- It was suggested that the board could commission a Tourism Strategy, identified as a potential priority to modernise Eastbourne's offer. EBC to confirm the list of studies that they will be commissioning for the Local Plan. Next steps could then be considered.
- The NB pilot podcast is now in development for a September launch.

9. Next Steps (see Actions)

- Finalise and submit Board membership and boundary details by April 22nd.
- LR to confirm if Tourism Strategy is included within the Local Plan.
- Finalise PRG instruction and hold a briefing meeting.
- Develop revised Q&A for website.
- Strategy working group to meet to review project criteria and regen plan support.
- Engagement working group to meet to review schedule of activities and events actions.

The next meetings are scheduled for:

31st July 2025 (Summer) – social.

5th September 2025 (Autumn) – engagement progress, Regeneration Plan and vision review.

NB. SH has offered to provide the board with an update regarding the Local Govt reorganisation and also the devolution plans for new unitary authority.

9th January 2026 (Winter) – MHCLG and community feedback, funding request progress.

10th April (Spring) – funding programme launch.

Actions (Updates and Additions highlighted in purple)

Ref	Action	Status	Owner	Date
1.00	Finalise and submit Board membership and boundary details by April 22nd.	Completed	RG/LR	22/04
2.00	Engagement group to develop a detailed proposal for capacity funding allocation.	See slide pack 11 April 2025 for initial list.	Engage	16/05
3.00	Continue to support progress on Economic Strategy development and consultation.	Board and CoC working group met on 26 th June. ES draft submitted to RG/JR on 18/07 for initial review and introduction draft. Once reviewed this will be presented to the board.	RG/LR/JR	19/07
4.00	Review the details of the seafront strategy funding request.	ST to provide details of the aim of the requested funding for board to consider.	ST	16/05
5.00	Amend and launch the business questionnaire to support the economic strategy. Run for 2 months.	Amend in line with SM suggestions and working group review. Look to pilot with Board and then launch using Chamber/ EDEAL network.	RG/JR	16/05
6.00	Advance website development plans. This should include a brand for the NB.	PRG appointed. Phase 1 launch proposed as 1 st September 2025.	DW	19/07
7.00	Advance podcast pilot plans.	Prepare format costs for initial podcast and Board approval.	DW	02/05
8.00	Distribute the updated citizen questionnaire. Run for 2 months.	Working group to agree final questionnaire, including context and launch as comms plan.	Comms/Engage	23/05
9.00	Develop the comms strategy and begin capacity building.	PRG to provide a strategic review of engagement and comms plan. Suggested that comms / interviews and press release would start from 8 th September 2025.	Engage W/G	19/07
10.00	Approach the New Citizen Project for guidance and assistance.	JB and RG met with NCP founders to discuss how they may be able to assist. RG to provide a brief for strategic project design and impact framework.	JB	19/07
11.00	RG to contact Chamber, Eastbourne Education Business Partnership, Eastbourne Schools Partnership, Youth Market and Towner to	Met with Donna Harfield, Deputy Principal at ESCG. Follow up meeting to discuss next steps.	RG	16/05

	look at ways to engage with the youth and underserved groups. Individual or 'Shadow Board' opportunities.			
12.00	Prepare a ToR for admin and/ or part time support to the Board.	JR has prepared draft for consideration.	RG/LR/C C	19/07
13.00	Discuss next steps with Alan Elder for building regeneration plan.	Meeting to be set up to discuss timeline and establish costs.	RG/YS/L R	30/05
14.00	Consider a visioning workshop in 2025 once initial engagement has taken place.	Use of 4 th July board meeting to be considered. Requires a facilitator(s). Richard Freeman from 'always possible' has been suggested.	RG/JR	30/06
15.00	Board social in 2025 to take place to strengthen the Boards connections.	Proposed 31 st July. RG to send invites once a venue has been confirmed.	RG	19/07
16.00	Distribution of Business Questionnaire to a wider audience.	BID, Shopping Centres, Retail Parks and LinkedIn.	Engage W/G	04/07
17.00	Citizen Forums (+ citizen questionnaire).	Engagement working group to meet to develop these forums.	Engage W/G	04/07
18.00	Pop-ups (+ citizen questionnaire)	Engagement working group to meet to develop these forums.	Engage W/G	04/07
19.00	Eastbourne Foodbank.	Ongoing discussion to support their Sept conference and also share ongoing engagement with their service users.	RG	19/07
20.00	Youth Shadow Board.	Discussions with head teachers' group in progress.	DW	19/07
21.00	Q&A for website.	Update Q&A for website holding page, including ONS boundary decision.	DW	04/07
22.00	Strategy & Gov W/G.	To meet in July to review actions.	W/G	04/07
23.00	Engagement & Comms W/G.	To meet in July to review actions.	W/G	04/07
24.00	Presentation.	RG to develop a presentation that can be used at events etc. Accompanied by a script.	RG	12/06
25.00	Strengthening the Board.	MHCLG have suggested the board adds additional community members to its ranks. RG to confirm if previous applicants CVs can be shared for consideration.	RG	19/07