



NEIGHBOURHOOD BOARD • SHEPPEY EAST

Agenda: Meeting of the Neighbourhood Board

Agreeing how we work, setting our shared vision, and turning early engagement into a plan

DATE	Thursday 8 th October 2026
TIME	7:00pm – 9:00pm (refreshments from 6:45pm)
VENUE	Little Groves Holiday Park
CHAIR	Garry Ratcliffe, Chair of the Neighbourhood Board
ATTENDEES	Board Members Community Engagement Officer
MINUTES	Taken by Christine White from Swale CVS
STATUS	Formal meeting of the Neighbourhood Board. Decisions will be taken and formal minutes recorded.

TIME	ITEM	LED BY
6:45pm	Arrival and refreshments	Project Officers
7:00pm	1. Welcome and apologies for absence — Welcome and opening remarks from the Chair — Apologies received and noted	Chair
7:05pm	2. Disclosure of interests — Members to declare any interests relevant to items on the agenda — Reminder of the register of interests and the standards expected of Board members	Chair
7:10pm	3. Chair Update [FOR INFORMATION] — Update from the Chair on progress since the first meeting on 17th September 2026 — Key dates, communications and thanks	Garry Ratcliffe
7:20pm	4. Board Member's Update and engagement feedback -- Members to feed back on the engagement work they have carried out since the last meeting -- what is being heard on the ground and from whom and gaps	All members
7:35pm	5. Discuss the Draft Pride in Place Plan and socialise the Draft Investment Plan -- Plan to be discussed with conversation and challenge on every aspect of the Plan and Member's feedback on both plans	Chair

TIME	ITEM	LED BY
7:50pm	6. Branding and Marketing of the Pride in Place Programme	Chair
8:05pm	7. Vision Values, Aims and Priorities [FOR DISCUSSION] — A facilitated session with local Councillors — Capturing a draft vision statement and set of values	Chair and All members
8:20pm	8. Community Engagement Officer's report (VERBAL) — Report from Ashley Jones, Community Engagement Officer, on engagement undertaken since the last meeting --- Overview and information of proposed Quick Wins for the programme and agreeing the vision — Key themes emerging from conversations with residents, groups and partners and	Ashley Jones
8:30pm	9. Commitment to Photography Project- -- Youth Engagement	Chair and All members
8:35pm	10. Next steps [FOR INFORMATION] — Overview of next steps and the road to the investment plan	Chair
8:40pm	11. Any Other Business — Items must be notified to the Chair or Project Officers or Secretariat prior the meeting	Chair
8:45pm	12. Date of next meeting — To confirm the date, time and venue of the next meeting	Chair
8.50 pm	Close	Chair

Notes for members

- This is a formal meeting of the Neighbourhood Board. Decisions will be taken and formal minutes recorded.
- Please read the enclosed papers in advance
- Any Other Business items must be submitted to the Chair or Secretariat before the meeting so that time can be allocated.
- If you are unable to attend, please send your apologies to the Secretariat as early as possible.
- Please bring any completed idea pro formas you have gathered, or return them to the Project Officers b
- Let us know in advance of any access/dietary requirements. Expenses incurred in attending can be reclaimed.