



Draft Minutes

Marsh Green & Laithwaite Neighbourhood Board

Minutes of meeting held on: Monday 3rd August 2026 at 5pm

Venue: The Meadows, 100-116 Ridyard Street, Wigan, WN5 9RQ

Attendance

Neighbourhood Board Members	Observers/Support Staff
Chris Fairhurst – Chair (CF) Rt Hon Lisa Nandy – (LN) Claire Burnham – (CB) Karen Parker – (KP) Beth Hughes – (BH) Eileen Horrocks – (EH) Anthony Sykes – (AS) Akeem Akintola – (AA)	Sam Flemming (SF) Stephanie Dermott – Secretariat (SD) Mark Woodcock – (MW) Megan Glynn – (MG) Elaine Smith – (ES) Gary Hayes – (GH)

Agenda and Discussion Items

Number	Agenda Item
1	Welcome and Introductions The Chair (CF) welcomed everyone to the meeting and asked everyone to introduce themselves.
2	Apologies for Absence CF declared there had been two apologies for absence: Councillor Mary Callaghan Emma Rossall (Greater Manchester Police)
3	Declarations of Interest CF acknowledged that this would be a standing item on the agenda going forwards, and is included in the Terms of Reference. LN spoke about clarifying what constitutes conflict of interest.

4	Pride in Place Programme CB presented on key aspects of the Pride in Place Programme including: overview and timeframes, purpose of the board and role of the council as accountable body, the ten year plan and what the funding can be spent on. CF spoke about the importance of the inclusion of young people. KP suggested a mapping exercise to look at what is already being delivered in these areas to avoid overlap. CB spoke about possibility of setting up board sub groups. ES asked whether she would be representing an organisation or herself personally, and how this will affect conflicts of interest. CB responded that everyone is able to represent multiple perspectives, roles or organisations, and this will be managed through the Conflicts of Interest policy.
5	Terms of Reference It was noted that due to the absence of a ward Councillor the board is not quorate so cannot vote to adopt the draft terms of reference. LN suggested looking again at councillor membership and picking this up outside of the meeting for discussion. Secretariat suggested looking at amending numbers required to be quorate in terms of reference due to potential size of board. The board discussed the conflict of interest procedures. ACTION: Secretariat to send out and collect completed declarations of interest forms from all board members
6	Pride in Place Boundary CF talked through the adjusted boundary map. LN clarified the rationale behind Pride in Place Phase Two areas being limited by population due to neighbourhood approach, but explained that funding can be used outside the boundary. CF asked the board to confirm they are happy with the boundary amendments submitted to MHCLG and all agreed. GH asked if the boundary could potentially be amended again in the future. LN confirmed that would be possible and can be looked at again.

	BH spoke about engaging with residents to ensure they don't feel excluded by the boundary. CB agreed that communication will be important factor.
7	Community Engagement CB opened the discussion by asking the board to think about what this will look like. LN spoke about the importance of getting this right, framing the conversation and making sure we hear all voices. The board had a discussion about where to reach young people. ES spoke about reaching older people and people living with disabilities. EH spoke about using funds to make existing spaces more usable. CB spoke about how the council are developing neighbourhood profiles that can be used as a tool to assist with community engagement. KP spoke about skilling up local people. The board discussed use of social media to engage with people and approved a draft social media graphic as starting point for developing materials to begin raising awareness.
8	Communications CF suggested using an online platform to share documents and avoid excessive printing. ACTION: Secretariat to investigate possible shared platforms - CB asked the board to confirm that they are happy to be included in an email list, and all agreed. CF suggested future meetings to be held in the evening on the first Thursday of each month, using different venues across Marsh Green, Norley Hall and Worsley Hall. The board agreed and asked Secretariat to send proposed meeting dates up until the end of the year.
9	AOB None.

10	Date of next meeting The next meeting will take place on Thursday 3 rd September 2026, 5-6:30pm, venue to be confirmed.