



East Suffolk  
Community  
Partnerships  
*Bringing ideas to life*

Framlingham,  
Wickham Market,  
Kelsale, Yoxford  
& villages

## Framlingham, Wickham Market and villages Community Partnership Meeting

Thursday 5 October

Hacheston Village Hall, The Street, Hacheston, IP13 0DW

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### Partnership Priorities

- Transport (especially around health appointments & isolated communities)
  - Mental Health (all ages) – links to a lack of physical activities available
  - Intergenerational skills exchange (Men's Shed, sports, allotments & arts)
  - *Support for Volunteers (Cross-Cutting Theme)*
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### Meeting Goals

1. To agree project proposals
2. To follow up on ideas generated at the last meeting

Standing Items		Lead	Supporting papers
1	Action Notes	Alli Stone, Democratic Services Officer	Yes
2	Election of Vice Chair	Democratic Services Officer	No
3	Updates <ul style="list-style-type: none"><li>• Membership</li><li>• Communities officer</li><li>• Community Partnership Board</li><li>• Task and Finish groups</li></ul>	Sam Kenward, Communities Officer	Yes
4	Project Proposals	Sam Kenward	Yes – to follow
5	Updates and discussion following workshop  Discuss issues not covered by priorities: <ul style="list-style-type: none"><li>• Cost of living</li><li>• Environment issues</li></ul>		
6	Dates of the next meeting  25 January 2024, 7 March 2024		

**Chair:** Councillor Sally Noble (East Suffolk Council)

**Vice-Chair:** To be elected at the autumn meeting.

**Communities Officer:** Sam Kenward  
[Sam.kenward@eastsuffolk.gov.uk](mailto:Sam.kenward@eastsuffolk.gov.uk)

**Partnership Organisations:**

East Suffolk Council  
Suffolk County Council  
Local Town and Parish Councils  
Suffolk Constabulary  
Ipswich and East Suffolk Clinical  
Commissioning Group  
Community Action Suffolk  
Business Community  
Youth Community  
Environment

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## **Framlingham, Wickham Market, Kelsale, Yoxford and Villages**

### **Community Partnership**

#### **Action Notes of the Meeting held at East Suffolk House on Tuesday 25 July 2023**

##### **Core Membership:**

**ESC Councillors** – Councillor Sally Noble (Chair), Cllr Julia Ewart, Cllr Vince Langdon-Morris, Cllr Owen Grey

**SCC Councillors** – Cllr Alexander Nicoll

**Town and Parish Councils** – Cllr David Chenery (Wickham Market Parish Council), Cllr Richard Cooper (Marlesford Parish Council), Cllr John Cross (Great Glemham Parish Council), Cllr Clive Eastwood (Framlingham Town Council), Klaus Fortmann (Campsea Ashe Parish Council), Lydia Kirk (Clerk – Parham, Hacheston, Saxtead and Dennington Parish Councils, Framlingham Town Council), Cllr Matt Lunn (Dennington Parish Council),

**Partnership Organisations** – Josie Hopps (Wickham Market Good Neighbour Scheme), Jane Healey (Greenprint Forum), Anne Westover (Wickham Market Green Gym)

**Others present** – Nick Corke (Hour Community), Simon Horden (Saxtead Parish Council), Zoe Horlock (Peasenhall Parish Council), Sam Kenward (ESC Communities Officer), Nicole Rickard (Head of Communities), Alli Stone (Democratic Services Officer), Robert Webb (Campsea Ashe Station House), Rosamunde Webb (Campsea Ashe Station House)

##### **Apologies:-**

<b>Item</b>	<b>Discussion</b>
<b>1.</b>	<b>Action Notes</b>  The action notes of the meeting held on 12 January 2023 were confirmed as a correct record.
<b>2.</b>	<b>Terms of Reference and Meeting Ground rules</b>  The terms of reference and meeting ground rules were noted.
<b>3.</b>	<b>Community Partnership Board Update</b>  Nicole Rickard (NR) highlighted the following points from the CP Board meeting:

	<ul style="list-style-type: none"> <li>• Cllr Caroline Topping, Leader of the Council was now Chair of the Community Partnership Board and Lisa Perkins from BT was continuing as Vice Chair.</li> <li>• Seven of the eight Community Partnership Chairs are new, and so part of the meeting focussed on introducing the principles of the partnerships and work that had been done so far.</li> <li>• Changes would be made to the Ease the Squeeze programme based on feedback and learning from the 2022/23 winter (presentation linked from the meeting papers).</li> <li>• A workshop was held on skills to feedback on how funding from the UK Shared Prosperity Fund should be allocated.</li> </ul>
<b>4.</b>	<p><b>Updates from Task and Finish Groups</b></p> <p>Richard Cooper (RC) updated on the transport task and finish group:</p> <ul style="list-style-type: none"> <li>• Priority had been to get Katch 2 up and running.</li> <li>• The service had been launched in April, and the online booking app had been launched in July to complement phone bookings.</li> <li>• The priority was now to ensure that people were aware of the service and could access it.</li> <li>• Service was being promoted on social media and community venues (doctors surgeries etc.), and would also be promoted in schools.</li> <li>• Numbers were currently low, and RC asked attendees to promote it in their communities.</li> </ul> <p>The Partnership raised the following points:</p> <ul style="list-style-type: none"> <li>• Julia Ewart (JE) asked why Rendlesham had not been included in the route. Alexander Nicoll (AN) commented that existing community transport to the area were not well used. It was essential that people used the service as it would be lost. The time might be right to revisit this as personnel had changed.</li> <li>• Klaus Fortmann (KF) stated that concerns had been raised about the costs, and the inability to use concessions. RC commented that the cost was comparable to a bus, but work needed to be done on how it could be made accessible to people with a concession through the county voucher scheme.</li> <li>• Marketing of the service also needed to be considered, as people did not think the service was for them.</li> </ul> <p>SCC have a pilot scheme for e-bikes in rural areas, Sam Kenward was looking at how this could be applied to this area.</p> <p>SK commented that it was important that transport in the area was considered as a whole, rather than each service being looked at as a single point.</p>

	<p>Sam Kenward (SK) updated on the mental health task and finish group</p> <ul style="list-style-type: none"> <li>• The current focus was on young people and mental health</li> <li>• This had stalled due to a change in officers, but SK would be getting this going again</li> </ul> <p>Intergenerational skills</p> <ul style="list-style-type: none"> <li>• There had been a good start on this in looking into options in this area in terms of choirs and men's sheds, and the task group now needed to spend time looking at how these could be started.</li> </ul>
<b>5.</b>	<p><b>Election of a new member</b></p> <p>On the unanimous agreement of the Community Partnership, Anne Westover was elected as a new member.</p> <p>SK stated that JE has highlighted that the name was currently the Framlingham, Wickham Market Community Partnership, and this missed one of the wards out in the area. It was proposed that the name be changed to the Framlingham, Wickham Market, Kelsale, Yoxford and villages Community Partnership.</p> <p>On the unanimous agreement of the Community Partnership, the name was changed to the Framlingham, Wickham Market, Kelsale, Yoxford and villages Community Partnership.</p>
<b>6.</b>	<p><b>Workshop</b></p> <p>A workshop was held on the successes of the Community Partnership and how this could be built on. The group raised points around:</p> <ul style="list-style-type: none"> <li>• Youth involvement and opportunities for young people</li> <li>• Building of skills</li> <li>• Projects which enable people to repair and build things for themselves</li> <li>• Advertising of projects</li> <li>• Ensuring the end points and goals of projects were clear and were followed up</li> <li>• Enabling communities to deliver activities and encouraging links between groups</li> <li>• Representation from mental health charities</li> <li>• Representation from vulnerable groups</li> <li>• Representation from business</li> <li>• Cost of living should be linked to all activities</li> </ul>



	<ul style="list-style-type: none"> <li>• Updates on current data to ensure work is relevant</li> <li>• Emphasising nature and sustainability</li> <li>• Better communication and advertising and visibility of the partnership, and between meetings</li> <li>• Involvement from health professionals and County Council resources</li> </ul>
<b>7.</b>	<p><b>Date of the next meeting</b></p> <p>The dates of the next meeting are:  5 October 2023 – Framlingham Community Rooms  25 January 2024 - Hacheston Village Hall  7 March 2024 – Huntingfield – the Hub</p>

The meeting concluded at 8.21pm

## **Communities Officer update**

**22<sup>nd</sup> September 2023**

### **Task and Finish Groups**

- Transport
  - One meeting has taken place with Cllr Richard Cooper, Cllr Julia Ewart and Jane Healey on board
  - It was agreed that it was important for some mapping to take place to establish a baseline about what is currently available and where potential gaps might be
  - This mapping is currently being looked at by the group and at the Get together events to identify if there are any particular gaps or any opportunities at the local level
  - This will be pinged around in due course for the wider CP more generally to sense check
  - Once we have a more comprehensive account which we're confident is accurate, we will then look at areas where there is no or low provision and look to do some targeted engagement with local stakeholders to see why this might be the case and what could be done
  - Options could be promoting services more that already exist locally like Connecting Communities (to raise awareness and usage), looking into extending something that runs nearby or potentially scoping out something new but being mindful of what is achievable
  - There have also been conversations around how to use local opportunities to promote Katch using local networks.
- Mental health
  - No meeting as yet but in conversations meeting people as I go round the patch, I've been able to collate some key themes and potential ideas for this strand and these ideas are in the potential projects item
  - Have had some good engagement from Wickham Market Primary School around working with young people to see what they believe would be good for this
- Intergenerational skills exchange
  - No meeting as yet but in conversations meeting people as I go round the patch, I've been able to collate some key themes and potential ideas for this strand and these ideas are in the potential projects item

### **Stakeholder engagement**

- In my initial trips around the patch and conversations, I have been able to develop a sense of some of the key local issues and needs
- Some preliminary soundings and observations are:
  - Traffic and speed are very big issue in rural area – this is obviously outside the remit of the CP but it is interesting to see what makes different parishes tick and how work on these difficult issues can mean less time to focus on other things
  - Parishes are also mindful about opportunities for their local residents to get together at coffee mornings or to travel to their nearest hub town (but can't always do this as there is unreliable transport)
    - It has been useful to see what are those key factors which might potentially link in with the CP

- Good initial conversations with FAYAP, CYDS and Wickham Market Primary School

### **Ward get togethers**

- This project is a variation of the Mini CP forum that was agreed previously
- The first 2 events have taken place (Huntingfield for Kelsale and Yoxford and Wickham Market for WM ward) – the next one is Framingham on 10<sup>th</sup> October
- A good 2 events have been held to inform more about the community partnership and funding opportunities
- From the Kelsale and Yoxford one, there were 12 attendees and two potential new recruits for the CP – one parish council and one community group
- From the Wickham Market one, there were 24 attendees and good linkages created over neighbourhood plan learning and working together around cost of living
- There have also been conversations about potential projects that could happen including a sharing library of resources and a network of bicycle repair stations to make it easier for people to get about using sustainable travel.



## COMMUNITY PARTNERSHIP CHAIR'S BRIEFING NOTE:

### COMMUNITY PARTNERSHIP BOARD – 13 SEPTEMBER 2023

HELD AT EAST SUFFOLK HOUSE, MELTON

#### 1. Introduction

- All eight Community Partnerships are represented on the Community Partnership Board by their respective Chairs. The meeting agendas and papers can be viewed [HERE](#)
- The agenda was split into two 1-hour sessions:
  - i) Formal CP Board meeting
  - ii) Workshop focused on tackling inequalities

#### 2. Community Partnership Board Performance Overview

- The Board was briefly updated on all projects that the Board has initiated or supported since it was set up in 2020. This includes some projects that have now been delivered as well as live projects.
- See presentation [HERE](#)

#### 3. Community Partnership Updates

- Alan Green & Gemma Fraser updated the Board on Carlton Colville, Kessingland, Southwold and Villages Community Partnership
- See presentation [HERE](#)

#### 4. UK Shared Prosperity Fund Skills Programme Update

- James Chandler led a short presentation to update on the progress of the skills programme since the workshop held by the Board in June.
- See presentation [HERE](#)

#### 5. Community Partnership Annual Forum 2024

- Each year the Community Partnerships host a popular conference for representatives from our communities, voluntary organisations, public services and local businesses. This popular event gives us all the opportunity to share our knowledge and expertise and work together to benefit our communities and businesses in East Suffolk.
- **DIARY DATE for all Community Partnership members: Community Partnership Annual Forum 9am -2pm, 22 March 2024 at Trinity Park Conference Centre.** Invitations will be sent in due course.
- Trinity Park not easily accessed by public transport from all parts of East Suffolk so additional arrangements will be put in place, including the option for pick-ups from local rail station.
- See more about last year's event [HERE](#)

#### 6. Tackling Inequalities Workshop (Karen Moy and Nicole Rickard)

- Nicole Rickard presented information on deprivation and Inequalities in East Suffolk  
See presentation [HERE](#)
- Karen Moy from Suffolk Community Foundation informed the Board that SCF are the largest grantmaker to the voluntary sector in Suffolk. She provided an overview of the work that the Foundation does to tackle inequalities. More information about Suffolk Community Foundation [HERE](#)
- Youth Voice cost of living report had been circulated to provide context – See report [HERE](#)
- There was table discussions to identify:
  - Additional work in East Suffolk to tackle the key inequality challenges
  - Priorities for the Board to focus on over the coming 12 months

- Project ideas for development for the December Board meeting when an outcome proposal will be brought back for consideration.
- The outcomes of the workshop will be worked up into projects by a Task Group consisting of CP Board members and other relevant specialist partners.
- The Top 5 issues were (in order of votes) - Mental Health and Wellbeing, Absolute Poverty, Young People's Health Outcomes, Lack of Access to Services, Disabilities and Long Term Health conditions

**7. Dates of next meeting:** 13 December 2023 at 10.00am, Orbis Energy, Lowestoft



## Reflections on the Community Partnership and projects – workshop

Below are the notes from a workshop with Community Partnership members on 25<sup>th</sup> July 2023.

### Summary – Key themes from workshop:

- What has gone well:
  - Projects that support the community have able to be funded and supported
- What could be improved:
  - Publicity about who we are and what we do
  - Links with other groups and stakeholders – e.g. County councillors, community groups and charities
  - More action for young people – including climate and upskilling
  - Pre-meeting prep
  - More link to the environment/sustainability
- Who we need around the table:
  - 'Industry' specific reps – e.g. MIND, Chamber of Commerce, Highways
  - Youth presence/voice
  - Voluntary groups, councillors and parish councils
- Projects/ideas
  - Cost of living and environment as cross cutting themes
  - Activities and engagement of young people
  - Projects that build on what has gone before
  - Promoting things that already exist
- Key metrics for success
  - SMART
  - Good publicity
  - Knowing what impact it has delivered
  - Meeting a defined need
- Delivering more impact
  - Better comms
  - Being 'out there' as a CP
  - Linking more with Towns and Parishes
  - Clearly define targets/endpoints

### What has gone well?

- Funding support
- Funding for WM projects
- Recent questionnaire to ask us our opinions of CP was good – and Sam seems to be kickstarting enthusiasm for the scheme
- Projects did create community cohesion BUT mainly with usual suspects and 20% new faces
- Katch continues via ESC
- Getting funds relatively 'easy'



## **What could improve?**

- Access to the CP – everybody to know about it as a good place to be – FB/Web
- More funding
- More involvement from County councillors – 1 here tonight; how often do the other 2 come?
- 6pm start time is no good – 6.30 is better; but still difficult for working cllrs and clerks. Meetings would be much more attractive if 7-8.30!
- More communication and links with community and charities
- Use funds to extend communications to wider audience
- Marketing/info/dispense i.e Katch
- Youth climate event showcasing things happening in local areas
- Need more pre-meeting prep work so everyone knows who is attending before the meeting – seemed a bit chaotic and didn't really learn/progress anything
- Katch, dynamic marketing, filter down to more people – to be mentioned on more parish comms
- Organise events for YP to upskill
- Emails need a few bullet points enticing them in to read all the attachments re: meetings
- Environment/climate crisis/sustainability really needs to be one of our priorities – cycle lanes etc

## **1/ Who do we need around the table specifically? How do we engage them most effectively?**

- Schools/youth clubs – bring YP in
- Chamber of Commerce – commercial perspective
- MIND rep
- Vulnerable groups rep
- Why/what are we trying to achieve?
- CP Board – SCC have a seat
- Extra groups – link to schools and other vol groups
- Relationship with officers is important
- Cllrs to attend regularly
- Other parish councils
- Young people – voice
- FAYAP/CAS Rural Youth Project
- Highways (Transport)

## **2/ For the next year, what sort of projects/ideas do you think we could be focusing on bearing in mind our priorities?**

- MIND carooding to group
- CoL linked to our activities



- Data led – updates on data used to choose priorities
- Activities for youth – especially for winter
- Environmental activities
- Focus on sustainability
- Integrate Sizewell
- Support for bikes/e-bikes – repair, for repair café
- More transport projects like Hour Community offer (10 communities is ideal)
- Be creative about opportunities for young people e.g. DJ
- Youth councils
- Projects to explore links between mental health and nature
- Build on existing Fram Men's Shed and furniture project (MH and Intergen)
- Big Panty Bus
- Support more worry tree cafes
- Car sharing – promote from intergenerational links POV as well as getting a TOB

### **3/ What are the key things that projects and initiatives need to do to be successful?**

- SMART
- People/volunteers with enthusiasm
- Integration of project in community/stakeholders
- Align with SCC and ESC priorities and policies
- Promote SCC activities e.g. bikability
- Match funding – good for budgeting
- Make sure there is a need
- Publicity
- Funding
- PR and advertising
- Monitoring info
- Officers to visit projects
- Use publicly funded facilities more
- Positively impact on environment

### **4/ How can we deliver more impact?**

- Betters comms – Instagram, leaflets
- Making T&FGs more dynamic
- Investing strategically
- Be more visible/transparent
- Coordinate better with neighbouring PCs/TCs
- Clearly define targets/endpoints
- Learning from experience of other CPs
- Enable more communities to deliver services/activities
- Support links between town/parish councils and community groups