



East Suffolk
Community
Partnerships
Bringing ideas to life

Carlton Colville
Kessingland
Southwold
& villages

Carlton Colville, Kessingland, Southwold and villages Community Partnership

Chair: Councillor Jenny Ceresa (East Suffolk Council)

Vice-Chair: Councillor Michael Ladd (Suffolk County Council)

East Suffolk Councillors:

Councillor David Beavan

Councillor Norman Brooks

Councillor Jenny Ceresa

Councillor Craig Rivett

Councillor Letitia Smith

Suffolk County Councillors:

Councillor Michael Ladd

Councillor David Ritchie

Councillor Richard Smith

Councillor Melanie Vigo Di Gallidoro

Partnership Organisations:

Local Town and Parish Councils

Suffolk Constabulary

Great Yarmouth and Waveney Clinical
Commissioning Group

Community Action Suffolk

Business Community

Youth Community

Environment

Members of the **Carlton Colville, Kessingland, Southwold and villages Community Partnership** are invited to a meeting to be held via ,
on **Wednesday, 17 November 2021** at **6.00pm**

This meeting will be broadcast to the public via the East Suffolk YouTube Channel
at <https://youtu.be/6zCzvPoBExs>

Agenda

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3	Community Partnership Board Update To receive the update from the last Community Partnership Board meeting held on 6 September 2021.	9 - 10
4	Small Grants Panel Update To receive an update from the Communities Officer on the Small Grants Scheme.	
5	Project Updates To receive a verbal update from the Communities Officer on the current status of the Partnership's projects.	
6	Social Isolation Task and Finish Group To receive a verbal update from the Social Isolation Task and Finish Group.	
7	Youth Survey Feedback To receive a verbal update on the Youth Survey from Dionne Walton, Head of Youth Services at Access Community Trust.	
8	Cycle and Walking Strategy To receive a presentation on the draft East Suffolk Cycle and Walking Strategy from Anthony Taylor, Senior Planner.	
9	2022 Community Partnership Priorities and Funding To discuss the Partnerships priorities and funding for 2022.	
10	Date of Next Meeting To confirm the date of the next meeting as 16 February 2022 at 6pm.	

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Carlton Colville, Kessingland, Southwold and villages **Community Partnership**

Action Notes of the Meeting held on Wednesday, 12 May 2021 at 6.10pm remotely via Zoom

Core Membership:

ESC Councillors – Councillor Jenny Ceresa (Chairman), Councillor David Beavan, Councillor Norman Brooks, Councillor Craig Rivett, Councillor Letitia Smith

SCC Councillors – Cllrs Michael Ladd, Cllr Melanie Vigo Di Gallidoro

Town and Parish Councils – Alison Ayers (Carlton Colville Town Council), Neil Coleby (Clerk Kessingland Parish Council), Cllr Alan Green (Kessingland Parish Council) and Cllr Chris Thomas (Carlton Colville Town Council)

Partnership Organisations – Ian Castro (Youth Group), Lynne Fulcher (Community Action Suffolk)

Others present (non-voting) – Sarah Davis (Democratic Services Officer), Louise Carter (Communities Support Officer), Jo McCallum (Communities Officer), Nicole Rickard (Head of Communities), Phil Love (Connected Communities) and Sarah Mortimer (Community Action Suffolk).

Item	Discussion
1.	<p>Welcome and Apologies for Absence</p> <p>The Chairman, Councillor Jenny Ceresa, welcomed everyone to the meeting and received apologies from Jill Tyler, Anne Thomas, Ian Bradbury, John Armstrong</p>
2.	<p>Action notes</p> <p>The notes of the meeting on the 17 February 2021 were agreed.</p> <p>Jo McCallum (JM) gave an update on the Voice of a Friend Project which had been promoted across the area and two volunteers had come forward.</p>
3.	<p>Terms of Reference</p> <p>Nicole Rickard (NR) referred to the updated Terms of Reference which had been circulated with the agenda and outlined the key changes.</p>

	The Community Partnership noted the revised Terms of Reference.
4	<p>Membership List</p> <p>The Community Partnership considered the Partnership membership.</p> <p>It was noted that the Reydon Parish Council representative had changed and Phil Love, Connected Communities was added to the Partnership as an 'interested party' without voting rights.</p>
5.	<p>Appointment of Vice Chair</p> <p>Councillor Michael Ladd was appointed as Vice-Chair of the Community Partnership for the year 2021/22.</p>
6	<p>Presentations</p> <p>The Community Partnership received a presentation from Sarah Mortimer (SM) on a rural proofing approach for East Suffolk Community Partnerships.</p> <p>The presentation covered the following points:</p> <ul style="list-style-type: none"> • The rural proofing toolkit which was developed in discussion with Partnership Chairs and officers. • The definition of rural proofing, including why and how rural proofing should be applied to projects and services • The support available from Sarah Mortimer and Community Action Suffolk • The definition of a rural area <p>SM confirmed that an example of rural proofing still needed to be created for this Partnership but a general one was available in the Toolkit. She concluded that the end of December was the deadline for completing this work.</p> <p>The Chair informed the meeting that a Rural Proofing Task Group would be set up.</p> <p>The Community Partnership received a demonstration of the Lowestoft Mile Virtual Walk from Rachel Tucker (RT).</p> <p>The Chair (JC) invited questions and the following points were covered:</p> <ul style="list-style-type: none"> • The most appropriate person to do the voiceover eg a professional or local person • How and when the videos could be used

	JC thanked RT for the demonstration.
7.	<p>CP Board Update</p> <p>NR referred to the written update on the most recent meeting of the Community Partnership Board, which had been circulated with the agenda.</p> <p>NR highlighted the following key points:</p> <ul style="list-style-type: none"> • Priorities of isolation and loneliness, transport, mental health and wellbeing. • Bounce Back Fund additional funding. • Upcoming reports on transport projects. <p>In addition, NR outlined the subjects which would be coming to the next board meeting, including two projects which would support people into employment.</p>
8	<p>Project Updates</p> <p>JM updated the Community Partnership on 2019/20 funded projects</p> <ul style="list-style-type: none"> • Working group had identified need for research into the needs of young people in the area and £2,000 from the 2019/20 budget had been ringfenced prior to Covid. • JM had spoken with the University of Suffolk about the scope of the research, the indicative cost was £5,000. • There was discussion on how youth voices could be involved with project, what information was already available and what facilities there were in the Community Partnership Area. • JM would send an email requesting volunteers for a Task and Finish Group to consider the project further. <p>JM updated the meeting on 2020/21 projects</p> <ul style="list-style-type: none"> • Slippers had been ordered and would be distributed in conjunction with Connected Communities. • Happy to chat benches – two in Kessingland, three in Mutford and one in Southwold had been funded and delivered. Funding was left for four further benches and JM would email members for ideas on where additional benches could be placed. • Approximately £3,330 of Small Grants funding had been allocated to 4 projects. This meant £11,070 remained and another grant round would be launched on Monday. It was agreed that going forward there would be no lower limit for application, and that the maximum amount would be £1500. A request was made that Ward Members be informed of any grant applications made in their Wards and JM agreed to speak to Kevin Wegg regarding this.

	<ul style="list-style-type: none"> Volunteers had come forward to assist with virtual walks in Southwold and Carlton Colville. Other areas had been put forward, but with no volunteers. It was agreed that the walks in Southwold and Carlton Colville would be funded and that others could be considered in future as volunteers came forward.
9	<p>Partnership Members Feedback</p> <p>The Chair asked for feedback from the Community Partnership and the following points were raised</p> <ul style="list-style-type: none"> Concern on whether the CP was focussing on what residents needed and whether the partnership was ambitious enough. NR confirmed that the Community Partnership Board was focussing on transport as a major priority. Community Partnership had prompted some good projects, for example Kessingland Youth Group. There was discussion around BACT and other community transport options. Work was underway to bring forward some practical transport ideas across East Suffolk. Work was ongoing with youths with drugs problems to signpost and support them as part of the Impact Detached Youth Group.
10.	<p>Priorities for 2021/22</p> <p>The Partnership considered the three existing priorities of Youth, Social Isolation and Transport. It was agreed that the three priorities were still relevant.</p> <p>The group agreed to split into two Task and Finish Groups on Social Isolation and Youth priorities, and an email with further details would be sent out.</p>
11.	<p>Date of Next Meeting</p> <p>It was confirmed that the next meeting would take place on:</p> <p>Wednesday 14 July 2021 at 6pm via zoom.</p>

The meeting concluded at 7.40pm.

Carlton Colville, Kessingland, Southwold and villages **Community Partnership**

Action Notes of the Meeting held on Wednesday, 14 July 2021 at 6pm remotely via Zoom

Core Membership:

ESC Councillors – Councillor Jenny Ceresa (Chairman), Councillor David Beavan, Councillor Norman Brooks, Councillor Craig Rivett, Councillor Letitia Smith

SCC Councillors – Cllr Judy Close, Cllr Annette Dunning, Cllrs Michael Ladd, Cllr Melanie Vigo Di Gallidoro

Town and Parish Councils – Alison Ayers (Carlton Colville Town Council), Neil Coleby (Clerk Kessingland Parish Council), Cllr Pam Cyprien (Reydon Parish council), Councillor Chris Thomas (Carlton Colville Town Council)

Partnership Organisations –

Others present (non-voting) – Sarah Davis (Democratic Services Officer), Louise Carter (Communities Support Officer), Jo McCallum (Communities Officer), Nicole Rickard (Head of Communities), Sam Kenward (Communities Officer), Phil Love (Connected Communities), Dionne Walton (Access Community Trust)

Item	Discussion
1.	<p>Welcome and Apologies for Absence</p> <p>The Chairman, Councillor Jenny Ceresa, welcomed everyone to the meeting and received apologies from Councillors Alan Green and David Mottram (Kessingland Parish Council), Ian Castro (Youth Group), John Armstrong (Clerk, Henstead with Hulver Parish Council), Lynne Fulcher (Community Action Suffolk) and Cllr Jenny Sheahan (Mutford Parish Council).</p>
2.	<p>Key outcomes of the East Suffolk Community Partnership Board Meeting held 7 June 2021</p> <p>Nicole Rickard (NR) referred to the written update on the most recent meeting of the Community Partnership Board, which had been circulated with the agenda, and highlighted the following key points:</p> <ul style="list-style-type: none"> • Covid Impacts Task and Finish Group reported on employment and skills and three projects were funded in this area.

	<ul style="list-style-type: none"> • Strategic partners' key priorities and the impact of Covid. • Update from Community Partnership Chairmen <p>It was noted that the Board would focus on Transport at their next meeting in September and would also have an update in relation to Mental Health and Wellbeing.</p>
3.	<p>Outcomes of the Youth Workshop held on 21 June 2021</p> <p>Jo McCallum (JM) referred to the overview of the outcomes of the Youth Workshop which had been circulated with the agenda and she highlighted the key points in the report and in particular that it had been agreed that youth employment should be dealt with separately as it was quite specific. She stressed the importance of young people being part of and co-producing the solutions with the help of relevant key partners.</p> <p>JM confirmed that following the workshop, the proposal for the skatepark in Southwold had been moved forward.</p> <p>Cllr Letitia Smith (LS) encouraged Partnership members to consider the needs of young people in their family or social circle when considering this priority.</p>
4.	<p>Update from the Grants Panel held on 30 June 2021</p> <p>The Chairman reported that only 3 applications had been received and suggested, therefore, that one more round of the Scheme be launched in late August to close in early October.</p> <p>JM gave details of three applications which had been funded.</p> <ul style="list-style-type: none"> • Gisleham Parish Council/Dale End Outreach - £500 for provision of rounders and football marking on playing areas and a permanent dog waste bin • Reydon Parish Council/ social Area - £1000 for benches to increase the social space within the recreation ground and play area • Reydon Parish Council/ village green - £1,200 for a second raised planter to provide opportunities for the community gardeners who would not be able to garden in the ground <p>JM stated that a 'funding surgery' would be held to help increase the number of applications and she was available to discuss any potential application ideas as necessary.</p>
5.	<p>Project updates</p>

	<p>JM updated the meeting on current projects</p> <ul style="list-style-type: none"> • Virtual walk routes and content being mapped out in Southwold and Carlton Colville • CP members were asked to promote the slipper project within their area and to let Louise Carver know of any suitable recipients • Three 'talking benches' approved in Hulver, Kessingland and Reydon. Funding for one bench remains. • Be Involved café which was paused due to Covid had resumed <p>JM and Dionne Walton (Access Community Trust) shared a research proposal looking to gather data on provisions for, and requirements of, youth in the area to tie in with their summer holiday activity programme. The Partnership was reminded that £2000 had already been allocated in 2019/20 to undertake this research and JC proposed to fund the remaining £400 from her Enabling Budget.</p> <p>The Partnership discussed the proposal and made the following comments:</p> <ul style="list-style-type: none"> • Information would be gathered through the summer and also in term time • Other work could be done as part of or alongside this project • Need to ensure that linkages were made with as many youth activity providers as possible • A Task and Finish Group would be established to go through the data collected and to make recommendations to the November Partnership meeting <p>It was agreed that the final details of proposal, including a list of the summer holiday activities, would be circulated to Partnership members for comment and a decision, and to request volunteers for the Task and Finish Group.</p>
6.	<p>Any other Business</p> <p>Reference was made to decision at last meeting to set up a task and finish group on social isolation and loneliness. JC stated that because there was a lot of work taking place behind the scenes a decision had been taken to start the youth working group first before moving on to social isolation, however, if several CP members wished to take forward and lead the social isolation task and finish group that would be appreciated.</p> <p>NR asked CP Members to promote two new grants schemes, Community Restart Scheme and Boost, further details would be circulated to the Partnership.</p> <p>LS reminded Councillors that they could use Community Enabling Budgets to provide funding for community activities/projects.</p>

	Cllr Melanie Vigo di Gallidoro reminded the meeting that the Platinum Jubilee Celebrations would take place in June 2022, and groups should start planning celebrations and events now.
11.	<p>Date of Next Meeting</p> <p>It was confirmed that the next meeting would take place on:</p> <p>Wednesday, 17 November 2021, at 6pm.</p>

The meeting concluded at 6.55pm.

Key outcomes of the East Suffolk Community Partnership Board meeting held 6 September 2021

All eight Community Partnerships are represented on the Community Partnership Board by their respective Chairs. Community Partnership Board meeting agendas / papers / presentations / minutes can be viewed [HERE](#)

1. Report from Transport Task and Finish Group

The Board received a report ([HERE](#)) and presentation on behalf of the Task and Finish Group, including input from Transport East about alignment with regional and national ambitions, and considered a revised outcome proposal ([HERE](#)) for total funding of £180,000. £80,000 was agreed in 2020/21 and therefore the request was for an additional £100,000 from 2021/22 to be allocated across five projects:

£50k for the expansion of the BACT service into the Lowestoft and Northern Parishes CP area

£50k for a further Demand Responsive Transport pilot

£10k towards marketing of the KATCH service, with a view to accessing more villages on its route

£20k for active travel pilots to complement the DRT schemes

Up to £50k for the development of a mobile app to support the DRT and active travel pilots and enable a further expansion of DRT solutions into new areas of East Suffolk.

During the meeting it was also announced that a new Katch DRT service would be launched around the Snape/Tunstall area in the next few weeks.

The Task and Finish Group reiterated their offer to meet with Community Partnerships to discuss specific transport needs in their area – please contact Jack Raven at jack.raven@sizewellc.com.

2. Focus on Community Partnerships

An updated Progress Report, which can be found [HERE](#), summarising activity in each of the eight Community Partnership areas was received by the Board. The Board then received a short presentation from the Chair and Communities Officer from two of the eight Community Partnerships – Beccles, Bungay, Halesworth and villages and Kesgrave, Rushmere St Andrew, Martlesham, Carlford and Fynn Valley Community Partnership. These presentations highlighted achievements to date and examples of innovation.

3. Covid Impacts Task and Finish Group / Hoarding Outcome Proposals

The Board considered a report ([HERE](#)) produced by ESC on behalf of the Task and Finish Group which reminded the Board of the funding allocated to date in response to the Covid-19 pandemic - a total of over £300k over three financial years. The report then focussed on the priorities identified by seven strategic partners at the June Board meeting. In total the list includes nine areas of focus, including the existing Board priorities of Social Isolation and Loneliness and Mental Health and Wellbeing. Since the meeting, partners have undertaken a piece of work to identify activity against each of the nine priorities and what else could be done under the auspices of the Board. It is proposed that the Task and Finish Group should meet a final time to consider any projects that could be developed into outcome proposals to be considered at the December Board meeting.

The Board also considered an outcome proposal (which can be found [HERE](#)) around Self Neglect and Hoarding developed by the ESC Private Sector Housing Team in conjunction with Access Community Trust. The need for this project had been identified during the pandemic and the first quarter has been funded through the Councils funding to support Clinically Extremely Vulnerable people, match funding of £30,000 is available from MHCLG. The request for £22,500 of funding was agreed by the Board.

4. Focus on BT

The Board received a presentation from Lisa Perkins, Vice Chair of the Board, about the work of BT, with a particular focus on their focus on innovation and work in the community. This focussed on four key areas of activity:

- Education and Skills, including a STEM focussed education programme
- DigiTech Centre at Adastral Park linked to the University and including support for SMEs with things like marketing and promotion
- Health and Wellbeing, including the provision of PPE and loan of people and kit during the pandemic, and current trials of digital and robot solutions health and care providers
- Transport optimisation engine to match schoolchildren with transport, and EV fleet management

This is the first in a series of presentations from Board partners at each quarterly meeting.

5. 2021/22 Community Partnership Forum

An update was provided on proposals for the 2021/22 Community Partnership Forum. The report includes a reminder about the 2020 Forum which was a week-long event held virtually which included 10 separate sessions. The proposal in December 2020 was to hold a hybrid event in 2021, culminating in a face-to-face event for up to 200 people at Trinity Park on November 5th. Given the ongoing concerns about the spread of the virus (particularly the Delta variant) across the country, it was agreed that the full Forum event would be pushed back to March 25th, 2022, and to use the 5th of November slot for a face to face Community Partnership Board workshop at Trinity Park for up to 45 people which will enable us to socially distance. The focus would be on visioning for 2022, receiving a report on the LGA Peer Challenge to be held in October and any data that is available at that point.

6. Any other Business

The Chair reminded the Board that the LGA 'deep dive' Peer Review of Community Partnerships is taking place between 12-14 September 2021 and thanked those who were involved in interviews and focus groups for their participation.

There was also a discussion about potentially moving the meetings to Teams which will be explored further as there are pros and cons to both Zoom and Teams.

Nicole Rickard, Head of Communities, 07/09/21