



Felixstowe Peninsula Community Partnership

Action Notes of the Meeting held on Thursday 23 September 2021 via the Zoom video conferencing system

Core Membership present:

ESC Councillors – Councillor Mark Jepson (Chair), Councillor Mike Deacon

Town and Parish Councils – Councillor Lynn Beal (Trimley St Mary Parish Council), Councillor Ann Colvill (Kirton & Falkenham Parish Council), Councillor Joanne Doyle (Waldringfield Parish Council), Councillor Sharon Harkin (Vice-Chair and Felixstowe Town Council), Councillor Brian Hunt (Nacton Parish Council), Councillor Colin Reid (Waldringfield Parish Council), Councillor Yvonne Smart (Trimley St Martin Parish Council)

Partnership Organisations – Helen Greengrass (ESC Felixstowe Forward Change Director), Shez Hopkins (Level 2 Youth Project), Hayley Stearn (Integrated Neighbourhood Team), Sarah Wilson (Community Representative)

Others present – Chloe Lee (Communities Officer), Matt Makin (Democratic Services Officer), Nicole Rickard (Head of Communities), Julie Rose (Suffolk Community Foundation)

Item	Discussion
1.	<p>Welcome and Apologies</p> <p>Apologies were received from:</p> <p>Councillor Stuart Bird (East Suffolk Council) Councillor Steve Gallant (East Suffolk Council) Councillor Rhea Gardner (Bucklesham Parish Council) Councillor Adrian Hutton (Kirton and Falkenham Parish Council)</p>
2.	<p>Notes of the previous meeting</p> <p>The action notes of the previous meeting were agreed as a correct record.</p>
3.	<p>Update from the Community Partnership Board</p> <p>The Community Partnership received an update on the last meeting of the Community Partnership Board from Nicole Rickard (NR).</p> <p>NR provided an overview of the following points discussed at that meeting:</p>

	<ul style="list-style-type: none"> • The report from the Transport Task and Finish Group • Focus on Community Partnerships • Covid Impacts Task and Finish Group / Hoarding Outcome Proposals • Focus on BT • 2021/22 Community Partnership Forum • The LGA ‘deep dive’ Peer Review of Community Partnerships <p>Councillor Reid (CR) suggested additional work could be undertaken to better engage people to volunteer in their communities. Councillor Jepson (MJ) agreed that he and Chloe Lee (CL) to discuss this with CR outside of the meeting.</p> <p>ACTION – MJ and CL to discuss initiatives to increase volunteering with CR.</p>
<p>4.</p>	<p>Annual Review of the Core Membership</p> <p>The following changes to the core membership were proposed:</p> <ul style="list-style-type: none"> • Jane Warden is now the Chair of the Felixstowe Chamber of Commerce, replacing Roger Abbott; • Councillor Lynn Beal to be added as the representative from Trimley St Mary Parish Council; and • Sheline Gledhill, Felixstowe BID Manager, to be added as the BID’s representative. <p>On the proposition of Councillor Jepson, seconded by Councillor Harkin, the proposed changes were unanimously APPROVED.</p> <p>ACTION – to make the changes to the core membership as agreed.</p>
<p>5.</p>	<p>Feedback from the Rural Proofing Task and Finish Group and discussion</p> <p>The Community Partnership received a presentation from CL and Councillor Harkin (SH) which covered the following key points (the slides can be viewed on CMIS alongside the agenda and papers from this meeting):</p> <ul style="list-style-type: none"> • The purpose and process of the task and finish group • The methodology used to classify the rural and urban populations of the CP area • The mapping exercise • Learning outcomes – general, young people, open spaces • A review of the CP priorities compared to those identified in the rural community

- Rural representation in the core membership
- Documentation – terms of reference, small grants application form, rural champion
- Budget allocation since 2019/20 – rural 26%, urban 40%, whole CP 60%
- The chat benches project, including the full cost proposals for one or two benches per rural parish

The recommendations from the task and finish group were:

1. Define CP rural/urban classification
2. Add Trimley St Mary as a core member
3. Agree in principle to adopt the *Small Grant Applications Rural Proofing Guide*
4. Agree that a named Rural Champion is not required
5. Increase engagement with *local* young people e.g. explore the possibility of a CP Youth Think Tank 2022
6. Give consideration to Trimley St Martin's challenge to secure a community open space – a CP priority
7. Agree in principle £5,500 to fund a maximum of two chat benches per 11 parishes

SH noted that as Councillor Beal had been added as a core member earlier in the meeting, recommendation (2) was no longer required.

Sarah Wilson (SW) suggested structuring support for young people in line with the Community Partnership's priorities.

Helen Greengrass (HG) suggested inviting Groundwork to future meetings of the Community Partnership and agreed to send information on the organisation to MJ and CL.

ACTION – HG to send information on Groundwork to MJ and CL.

The Community Partnership agreed to recommendations 1, 3, 4, 5 and 6 by consensus.

ACTION – to implement recommendations 1, 3, 4, 5 and 6.

On the proposition of Councillor Deacon, seconded by Councillor Hunt, the Community Partnership unanimously **AGREED** in principle £5,500 to fund a maximum of two chat benches per 11 parishes.



	<p>ACTION – to agree in principle £5,500 to fund a maximum of two chat benches per 11 parishes.</p>
6.	<p>2021/2022 Budget Update</p> <p>CL gave a brief presentation on the current 2021/22 budget, including the agreements made earlier in the meeting.</p>
7.	<p>Consideration of proposed projects</p> <p>The Community Partnership received a presentation from CR and Councillor Joanne Doyle (JD) on a proposal for funding from Waldringfield Parish Council for new play equipment.</p> <p>The presentation covered the following key points (the slides can be viewed on CMIS alongside the agenda and papers from this meeting):</p> <ul style="list-style-type: none"> • The location of the playing field in Waldringfield • Images of the current equipment on the site • A village survey on the current provision • The results of the focus group undertaken • Images of the proposed new equipment – climbing net, accessible roundabout, nest swing • An outline of where the new equipment would be positioned • The preferred quotation: <ul style="list-style-type: none"> ○ Equipment - £18,997 ○ Installation of surfaces - £11,082 ○ Contingency (including planning with remainder for seating) - £1,000 ○ TOTAL - £31,079 <p>Councillor Deacon (MD) asked if any of the existing equipment would be retained. CR confirmed that the existing equipment would be retained and maintained, and that new construction was planned for the fort mound in the future.</p> <p>On the proposition of Councillor Harkin, seconded by Councillor Jepson, the Community Partnership unanimously AGREED in principle a £5,000 contribution towards the Waldringfield Play Space project.</p> <p>ACTION – to agree in principle a £5,000 contribution towards the Waldringfield Play Space project.</p>
8.	<p>Discussion of emerging projects</p>

	<p>CL gave a short presentation on an emerging project from the Felixstowe Allotment Association, to replace its existing community facilities.</p> <p>The presentation covered the following key points (the slides can be viewed on CMIS alongside the agenda and papers from this meeting):</p> <ul style="list-style-type: none"> • The existing community space • The details of a replacement purpose-built hut • The priorities the project would meet: <ul style="list-style-type: none"> ○ Reducing social isolation and loneliness ○ Improving mental health ○ Education (visits from local schools) • The project’s estimated cost of £15,000 <ul style="list-style-type: none"> ○ £3,000 of funding has already been secured ○ An application for £10,000 was pending with Felixstowe Town Council <p>CL proposed that the Community Partnership agree in principle funding of between £2,000 and £5,000, depending on the outcome of the Association’s application for funding from Felixstowe Town Council.</p> <p>The Community Partnership discussed the positive benefits of the project and supported making an indication of agreeing in principle funding of approximately £3,000, pending a more detailed proposal including detail of other funding sources.</p>
<p>8.</p>	<p>Any Other Business</p> <p>MJ noted various visits he and SH had taken in the area to look at upcoming and potential projects; MJ considered things were going in the right direction in the area and said there was a need to encourage people to approach the Community Partnership about their projects.</p>
<p>8.</p>	<p>Date of next meeting:</p> <p>Thursday 2 December 2021, 2pm, via Zoom</p>

The meeting concluded at 3.56pm