



Melton, Woodbridge and Deben Peninsula Community Partnership

Action Notes of the Meeting held on Thursday 30 June 2022

at 4pm at East Suffolk House

Core Membership:

ESC Councillors – James Mallinder (Chair), Kay Yule (Vice-Chair)

Town and Parish Councils – Dave Moore (Rendlesham Parish Council), Mark Packard (Melton Parish Council), Alan Porter (Melton Parish Council)

Partnership Organisations – Samuel Gilkes (Suffolk Police), Caroline Rutherford (Just42)

Others present – Luke Bennett (ESC Partnerships Manager), Julia Catterwell (ESC Communities Officer), Stuart Halsey (ESC Integration & Partnerships Manager), Matt Makin (ESC Democratic Services Officer)

| Item | Discussion |
|-------------|---|
| 1. | Welcome and Apologies for Absence Apologies for absence were received from: Heather Heelis (Rendlesham Parish Council) Caroline Page (Suffolk County Council) Andrew Reid (Suffolk County Council) Rachel Smith-Lyte (East Suffolk Council) |
| 2. | Election of a Vice-Chair Kay Yule (East Suffolk Council) was appointed as Vice-Chair of the Community Partnership for 2022/23. |
| 3. | Action Notes The action notes were agreed by consensus. There was some discussion on the extension of the KATCH route and it was agreed that Julia Catterwell (JC) would feed back to Alexander Nicoll at Suffolk County Council about the possibility of extending the route to include Rendlesham. |



| | |
|----|---|
| | <p>ACTION – JC to feed back to Alexander Nicoll at Suffolk County Council about the possibility of extending the route to include Rendlesham.</p> |
| 4. | <p>Community Partnership Board Update</p> <p>Luke Bennett (LB) summarised the update report on the most recent meeting of the Community Partnership Board, which had taken place on 13 June 2022. The summary provided information on the following topics:</p> <ul style="list-style-type: none"> • Presentations from the Carlton Colville, Kessingland, Southwold and villages Community Partnership and the Framlingham, Wickham Market and villages Community Partnership • The implementation of the Peer Challenge Action Plan • The Community Partnership Board’s annual report for 2021/22 • The report from the Tackling Inequalities Task Group • The outcomes from the 2022 Annual Forum • The update from the Mental Health Task and Finish Group |
| 5. | <p>Community Partnership Workshop Update</p> <p>JC noted that the previous meeting of the Community Partnership had not been quorate and instead a workshop had been held to resolve issues that could not be addressed formally.</p> <p>It had been agreed not to run a small grants scheme in 2022/23 and to focus on commissioning work to meet the priorities. The priorities would be further reviewed once the new data pack was received.</p> |
| 6. | <p>Task & Finish Group Update</p> <p>JC outlined the work to break down the definition of a community hub and how to build on existing facilities in the area.</p> <p>JC covered the need to support digital access for older people and highlighted that the Grandpads scheme would soon be coming to an end.</p> <p>JC provided a summary on the young people priority and potential work with young people to identify their wants and needs. Farlingaye High School had been approached but were not able to assist with this work; JC and Caroline Roberts (CR) said they would take this forward.</p> |



| | |
|----|---|
| 7. | <p>Presentation from Stuart Halsey, Integrated Neighbourhood Team</p> <p>The Community Partnership received a presentation from Stuart Halsey on Integrated Neighbourhood Teams (INTs) and the role of Connect, which covered</p> <ul style="list-style-type: none"> - Stuart's background and current role - The role of the INT and Connect in the former Suffolk Coastal area - The structure of Connect - The need to work closely with Community Partnerships as their priorities overlap with those of the INT - The priorities of the Woodbridge INT - Connect meetings; project setting (including examples in Kesgrave and Melton) <p>Regular liaison between the INT and the Community Partnership was discussed and it was agreed that the INT would be approached to join the core membership.</p> <p>ACTION – JC to approach the Woodbridge INT to join the Community Partnership core membership</p> |
| 8. | <p>Community Partnership Action Plan</p> <p>JC summarised the priorities and their associated SMART objectives, noting the key performance indicators and the needs to measure tangible success.</p> <p>JC outlined the action plan documents, reviewing the risks/challenges and mitigation and the additional goals.</p> <p>During discussion of the action plan, several actions were agreed (see below).</p> <p>JC also presented a proposal to support a Repair Shed, which would match funding to be provided by the Kesgrave, Rushmere St Andrew, Martlesham, Carlford & Fynn Valley Community Partnership. It was agreed that a more detailed outline proposal would be brought to the next meeting.</p> <p>ACTION – all members to take the SMART objectives and identify any new or existing projects that could meet these objectives.</p> <p>ACTION – Dave Moore (DM) to develop a proposal to meet the SMART objective on supporting digital access for older people.</p> |



| | |
|----|--|
| | <p>ACTION – a questionnaire to be sent to all town and parish councils in the Community Partnership area to audit existing projects and services that could meet the priorities.</p> <p>ACTION – JC and CR to develop a project to identify young people’s wants and needs in the Community Partnership area.</p> <p>ACTION – JC to write to all town and parish councils in the Community Partnership area about engaging with the core membership.</p> <p>ACTION – JC to engage with third/voluntary sector organisations about joining the Community Partnership’s core membership.</p> <p>ACTION – JC to bring a detailed outcome proposal for the Repair Shed to the next meeting.</p> |
| 9. | <p>Date of the Next Meeting</p> <p>16 August 2022, 6pm, Deben Conference Room, East Suffolk House</p> |

The meeting concluded at 5.58pm