



Felixstowe Peninsula Community Partnership

Action Notes of the Meeting held on Thursday 23 June 2022, 2pm at The Welcome Hall, High Road, Trimley St Mary

Core Membership present:

ESC Councillors – Stuart Bird, Mike Deacon, Tracey Green, Mark Jepson (Chair).

SCC Councillors – Graham Newman.

Town and Parish Councils – Lynn Beal (Trimley St Mary Parish Council), Ann Colvill (Kirton & Falkenham Parish Council), Rhea Gardner (Bucklesham Parish Council), Brian Hunt (Nacton Parish Council), Yvonne Smart (Trimley St Martin Parish Council).

Partnership Organisations – Shez Hopkins (Level Two Youth Project), Hayley Stearn (Integrated Neighbourhood Team), Sarah Wilson (Community Representative).

Others present – Luke Bennett (ESC Partnerships Manager), Sharon Harkin (ESC Health Projects Officer), Matt Makin (ESC Democratic Services Officer).

Item	Discussion
1.	Welcome, housekeeping and overview of the session Mark Jepson (MJ) opened the meeting and welcomed all the attendees.
2.	Appointment of a Vice-Chair for 2022/23 MJ explained that Chloe Lee, who had been unable to attend the meeting, would soon be going on maternity leave and that Sharon Harkin (SH), who had been the Vice Chair of the Community Partnership, would be taking over Chloe Lee's Communities Officer role for the duration of her maternity leave and would therefore no longer be representing Felixstowe Town Council on the Community Partnership. MJ outlined the role of the Vice-Chair and sought a candidate from either one of the parish councils or partnership organisations on the Community Partnership. After some discussion it was agreed that this item would be deferred to the next meeting, to allow potential candidates to assess whether they wished to be put forward as Vice-Chair. ACTION – the appointment of a Vice-Chair for 2022/23 will be deferred until the next meeting of the Community Partnership.



3.	<p>Agreement of Action Notes – 17 March 2022</p> <p>The action notes were agreed by consensus.</p>
4.	<p>Agreement of Action Notes – 26 April 2022</p> <p>The action notes were agreed by consensus.</p>
5.	<p>Annual Review of the Community Partnership’s Terms of Reference</p> <p>The Community Partnership reviewed its Terms of Reference. It was noted that the document referenced to Clinical Commissioning Groups (CCGs) which would soon be replaced by Integrated Care Boards (ICBs).</p>
6.	<p>Community Partnership Board Feedback</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 <p>Members of the Community Partnership discussed the importance of promoting the work of Community Partnerships to the public, including through free papers to reach those who do not have internet access.</p> <p>ACTION – MJ and SH to ensure that key announcements are promoted/circulated as widely as possible, including providing information to all members of the Community Partnership to circulate in their own communities.</p>
7.	<p>Feedback from the Task and Finish Groups for the new priorities</p> <p>MJ outlined that following the agreement of the three new priorities at the last meeting, task and finish groups had been held to further refine the priorities and identify SMART objectives.</p>



SH summarised the work of each of the task and finish groups and what the SMART objectives were for each priority (listed below).

Priority 1 – Supporting the community through the rising cost of living and fuel crisis

- Share knowledge of where to get assistance. Signposting and utilising social prescribing, good neighbour scheme and community assistance models.
- Increase education around food and cooking.
- Aim for 10% increase in attendance at existing community spaces and groups (attributable to our activity)
- Increase the number of new groups and spaces created, and uptake.
- Target the increase in people using food banks including those in employment.

Priority 2 – Improving the physical health and wellbeing of primary school children

- Promote physical activity in primary school children, improving their physical health and fitness.
- Education on healthy eating, challenging attitudes, understanding metabolism.
- Positive outcomes to be cascaded to children’s families and older siblings to encourage families as a whole.

Priority 3 – Increase physical and social activity in adults

- Increase physical and social opportunities for adults over the age of 45.
- Subsequent social and emotional improvement promoted via physical activity.
- To increase to amount of poor health preventative activity for those aged 45 – 70 years, in particular home workers.
- Increase physical activity provision for those aged over 70 by 10%.

The Community Partnership discussed the sorts of activities and projects that could assist in achieving the SMART objectives.



8.	<p>Opportunities</p> <p><i>Chat Bench Signs</i></p> <p>SH outlined that there were some chat bench signs available to use to convert existing benches and asked anyone who was interested in having any of the signs to contact her directly.</p> <p><i>Community Co-ordinator Role</i></p> <p>SH explained the background to the development of Felixstowe Community Action Network (Felixstowe CAN) and the need for a Community Co-ordinator. SH confirmed that this service had gone out to tender and this process would close on 18 July 2022, after which a start date would be identified.</p>
9.	<p>Updates</p> <p><i>Youth Voice</i></p> <p>SH summarised the results of a summary that had been distributed to all Year 6 age children in the Community Partnership area.</p> <p>SH discussed engagement that had taken place with 11–12-year-olds at Felixstowe School and what the outcomes from those discussions had been. MJ said that the task and finish groups would identify projects that would help to meet the needs of young people. There was significant discussion around issues related to Felixstowe Skatepark.</p> <p><i>Project Updates</i></p> <p>There were no project updates.</p> <p><i>Budget Update</i></p> <p>SH summarised the current position of the Community Partnership's budget. Matt Makin (MM) confirmed that a budget summary would accompany the action notes when they were circulated.</p>
10.	<p>Any other business</p> <p>MJ read out a farewell note from Chloe Lee.</p>



11.	<p>Date of Next Meeting</p> <p>Thursday 29 September 2022 at 2pm – venue to be confirmed.</p> <p>ACTION – SH to investigate the possibility of using @Inc, Felixstowe, as the venue for the next meeting.</p>
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The meeting concluded at 3.36pm.