



East Suffolk  
Community  
Partnerships  
*Bringing ideas to life*

Felixstowe  
Peninsula

## Felixstowe Peninsula Community Partnership Meeting

Friday 30 September 2022 at 10am

The Hadwen Room, Felixstowe Library, Crescent Road, Felixstowe, IP11 7BY

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### Partnership Priorities

- Supporting the community through the rising cost of living and fuel crisis.
- Improving the physical health and wellbeing of primary school children.
- Increase physical and social activity in adults

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### Meeting Goals

1. To look at how community growing spaces can support the Community Partnership's priorities.
2. To identify the needs, support, resources and actions to support the community through the cost of living and fuel crisis.

Standing Items		Lead	Supporting papers
1	Action Notes	Matt Makin, Democratic Services Officer	Yes
2	Community Partnership Board update	Nicole Rickard, Head of Communities	Yes
3	Current projects update	Sharon Harkin, Communities Officer	None
4	Community issues, including Youth Voice themes	All	Discussion
5	Date of the next meeting	All	None
To be discussed at the meeting.			
Meeting Items		Lead	Supporting papers
6	Election of a Vice-Chair 2022/23	Mark Jepson, Community Partnership Chair	None
7	Growing spaces – motion from East Suffolk Council	Sharon Harkin, Communities Officer	Discussion
Focus questions			
1. What community spaces could be used to achieve the objectives set out in the Council's motion?			
2. Who can the Community Partnership work with to deliver these objectives?			
8	Cost of living and fuel crisis – what can we do?	Sharon Harkin, Communities Officer	Discussion

#### Focus questions

1. Who is need of support in the Community Partnership area?
2. What types of support are needed?
3. What support is already out there?
4. What resources are available for further support?
5. What actions can the Community Partnership take forward?

**Chair:** Mark Jepson (East Suffolk Council)

**Vice-Chair:** Vacant

**Communities Officer:** Sharon Harkin  
[sharon.harkin@eastsuffolk.gov.uk](mailto:sharon.harkin@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  
Felixstowe Forward  
Business Community  
Youth Community  
Environment

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## **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.	<b>Welcome, housekeeping and overview of the session</b>  Mark Jepson (MJ) opened the meeting and welcomed all the attendees.
2.	<b>Appointment of a Vice-Chair for 2022/23</b>  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.  <b>ACTION</b> – the appointment of a Vice-Chair for 2022/23 will be deferred until the next meeting of the Community Partnership.



3.	<p><b>Agreement of Action Notes – 17 March 2022</b></p> <p>The action notes were agreed by consensus.</p>
4.	<p><b>Agreement of Action Notes – 26 April 2022</b></p> <p>The action notes were agreed by consensus.</p>
5.	<p><b>Annual Review of the Community Partnership’s Terms of Reference</b></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><b>Community Partnership Board Feedback</b></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"> <li>• Presentations from the Carlton Colville, Kessingland, Southwold and villages Community Partnership and the Framlingham, Wickham Market and villages Community Partnership</li> <li>• The implementation of the Peer Challenge Action Plan</li> <li>• The Community Partnership Board’s annual report for 2021/22</li> <li>• The report from the Tackling Inequalities Task Group</li> <li>• The outcomes from the 2022 Annual Forum</li> <li>• The update from the Mental Health Task and Finish Group</li> </ul> <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><b>ACTION</b> – 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><b>Feedback from the Task and Finish Groups for the new priorities</b></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><b>Opportunities</b></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><b>Updates</b></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><b>Any other business</b></p> <p>MJ read out a farewell note from Chloe Lee.</p>



11.	<p><b>Date of Next Meeting</b></p> <p>Thursday 29 September 2022 at 2pm – venue to be confirmed.</p> <p><b>ACTION</b> – 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.

## **COMMUNITY PARTNERSHIP BOARD UPDATE – 5 SEPTEMBER 2022**

HELD AT: THE CONFERENCE ROOM, RIVERSIDE, LOWESTOFT

### **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](#)

### **2. Report from the Tackling Inequalities Task and Finish Group**

The Board received an [Update on the Cost of Living Programme](#)

The Task and Finish Group, supported by staff in the Communities Team at East Suffolk Council, had previously developed an outcome proposal focussed on the four key areas for Action identified through an initial workshop held to scope the programme - Money, Food and Essentials, Energy and Fuel and Housing - and £100,000 of funding had been allocated to the programme.

More detail about the proposed approach and funding allocation for each of the key projects were presented at the Board meeting, plus an update on other associated activities as part of the East Suffolk Ease the Squeeze programme, including a roadshow visiting each town in the district in September, October and November. It is also proposed to hold short, virtual briefing sessions for key partners including businesses and Town and Parish Councils about the programme.

Presentation here: [Cost of Living Crisis](#)

Detailed outcome proposal here: [Outcome Proposal](#)

All eight Communities Partnerships, particularly those who have identified tackling the rising cost of living within their revised priorities are invited to consider whether they wish to supplement the funding available at District level with funding from their budget to enable additional activity in their Community Partnership area.

### **3. Focus on Community Partnerships**

The Board received the following update on activity of the eight Community Partnerships: [CP Newsletter](#)

The Board then received a short presentation from the [Beccles Bungay Halesworth and Villages Community Partnership](#) and the [Kesgrave, Rushmere St Andrew, Martlesham, Carlford and Fynn Valley Community Partnership](#)

### **4. Tackling Isolation and Loneliness – Next Steps**

The Board received a presentation and report

Report here: [Tackling Social Isolation and Loneliness - Next Steps](#)

Presentation here: [Tackling Social Isolation and Loneliness PowerPoint Presentation](#)

When the Community Partnerships were formed in 2019, Social Isolation and Loneliness was identified as a priority by seven of the eight individual Community Partnerships and has been



a priority for the Board ever since. The Covid-19 pandemic, specifically the national lockdowns, shone a spotlight on isolation and loneliness and its impacts are still being felt by people of all ages. There is also evidence that significant numbers of people in Suffolk do not feel that it is safe to return to previous groups and activities.

At the most recent Community Partnerships Forum in March 2022, a workshop focussing on Loneliness and Isolation was one of the best attended. The workshop focussed on key data about the topic, including new data relating to loneliness during the pandemic. Some of the key results from this activity had been previously summarised in a report to the June Board meeting and more detail was provided this time.

Board members had a discussion to consider any gaps/additional ideas and each Board member was asked to complete and return a survey on existing activity to tackle isolation and loneliness, gaps and priorities for action.

It was agreed to convene a focus group of residents, reform the Task and Finish Group to consist of Board members and key partners and develop an outcome proposal for the December Board meeting.

## **5. Youth Voice**

The Board received a presentation on some of the key findings from the Youth Voice initiative to engage with young people about what is important to them.

Youth Voice is a district wide forum with a difference that provides a conduit where young people can submit their concerns for their local area and ideas on how to improve it. The main avenue is the Youth Voice form online, however, there is also direct engagement with young people in various settings such as school visits, out of school clubs and high school assemblies.

Key themes that had been raised included:

- Safety on the streets and in skate parks
- Social activities and facilities for young people
- The environment and litter
- Support around mental health, including people students can talk to

There had been considerable progress in relation to some of the concerns raised.

Presentation here: [Youth Voice Presentation](#)

## **6. Transport and Travel Task Group Update**

The Board received a presentation regarding the work of the Transport and Travel Task Group.

It was noted that Transport East, a member of the group, had been requested to review rural transport across the whole of the UK.

The Task Group is working on what can be done to improve community transport in East Suffolk. It had decided to focus on Demand Responsive Transport and BACT had recently launched the 'Lowestoft Buzzabout' pilot in the North of the District. Work is also underway to develop an App. to help improve access to, and use of, Demand Responsive Transport services.

The Board then received an update on the Katch pilot, and it was noted that a new contract had been agreed in May to extend the pilot to the end of the year. There had been a change in subsidy arrangement and a new route added towards Snape.

Presentation here: [Transport and travel Task Group Presentation](#)

## **7: SPOT Wellbeing**

The Board endorsed an outcome proposal and request for £12,600 to fund health and wellbeing courses delivering appropriate exercise, health information and socialising for the over 50s to stay as healthy as possible, both mentally and physically.

Proposal here: [SPOT Wellbeing Outcome Proposal](#)

**LKB September 2022**