



Framlingham, Wickham Market and villages Community Partnership

Action Notes of the Meeting held remotely via Zoom on Thursday, 1 July 2021 at 6.00pm

Core Membership:

ESC Councillors – Councillor Carol Poulter (Chairman), Councillor Stephen Burroughes, Councillor Maurice Cook

SCC Councillors –

Town and Parish Councils – Cllr John Cross (Great Glemham Parish Council), Cllr Marion Hine (Framlingham Parish Council), Cllr Kathryn Jones (Ufford Parish Council), Cllr Adrian Revill (Hacheston Parish Council),

Partnership Organisations – Jane Healey (Green Print Forum), Richard Jenkinson (Wickham Market Good Neighbour Scheme), Bryony Peall (IP17 Good Neighbour Scheme), Dionne Walton (Access Community Trust – Young People)

Others present – Sarah Carter (Democratic Services Officer), Julia Catterwell (Communities Officer), Nicola Jenner (Communities Officer), Sarah Mortimer (Community Action Suffolk)

| Item | Discussion |
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| 1. | Welcome and Apologies The Chairman of the CP, Councillor Carol Poulter, welcomed everyone to the meeting and made a few introductory comments to assist with the smooth running of the meeting. She reminded everyone present that the meeting was being broadcast live via the Council's YouTube channel. In addition, the Chairman advised that any matters to be agreed would be by consensus rather than a formal vote. Apologies for absence had been received from Cllr David Chenery, Cllr Ivor French (Wickham Market Parish Council), Cllr John Jones (Framlingham Town Council), SCC Cllr Alexander Nicoll, Debbie Tayler (Farnham with Stratford St Andrew Parish Council), and Nicole Rickard (Head of Communities). |
| 2. | Notes The Notes of the meeting held on 18 March 2021 were agreed as a correct record. |



3. Rural Proofing

The Community Partnership received a presentation from Sarah Mortimer from Community Action Suffolk (CAS), on a rural proofing approach for East Suffolk Community Partnerships.

The presentation covered the following key points:

- The initial meetings between CAS and the Community Partnership Chairs, to discuss rural proofing.
- The rural proofing toolkit developed with the information gathered at those meetings.
- How the toolkit could be applied to the work of the Community Partnerships.
- The support in place from Sarah Mortimer until the end of March 2022, including tailored support for each of the eight East Suffolk Community Partnerships.
- The what, why and how of rural proofing
 - The definition of a rural area
 - Provision of impactful projects
 - The reference to rural proofing in the updated Terms of Reference.
- Rural proofing projects and services, including examples of questions for each stage of a project.

Rural proofing was discussed by the CP and covered the following:

- Overarching projects that could support and deliver small village initiatives.
- Delivering a digital framework due to lack of infrastructure resulting in poor internet connections and mobile signals.
- Benefits of using technology and providing wifi in village halls.
- Lack of public transport from villages.
- The need for a co-ordinated approach for the provision of Broadband.
- Support for young people.
- Training and guidance for older people to support them with access to services etc via the internet.

The Communities Officer proposed that Sarah Mortimer join the Young Peoples Task and Finish Group and this was supported.

Action: Communities Officer

The Chairman thanked Sarah for an informative presentation and invited her to stay for the remainder of the meeting if she so wished. The full presentation would be published on the Council's website with the Agenda papers.



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| <p>4.</p> | <p>Feedback from the Community Partnership Board meeting on 7 June 2021</p> <p>The CP received a report which provided details of the progress and outcomes of the CP Board meeting held on 7 June 2021.</p> <p>There being no specific questions, the CP noted the report.</p> |
| <p>5.</p> | <p>Community Partnership Projects / Funding</p> <p>The Communities Office gave a detailed presentation on funding that the CP had allocated and the resulting achievements. She had welcomed the opportunity to work with everyone and use their local knowledge from such a large geographical area.</p> <p>The presentation, which covered the allocation of funding and achievements would be uploaded on the Council's website with the Agenda papers. The Communities Officer drew particular attention to:</p> <ul style="list-style-type: none"> - Part funding for a new Wheelchair Accessible vehicle - Katch Electric Taxibus - Great Glemham Chat Bench - FAYAP Youth Provision and Outreach Programme - Student Life Youth Consultation - Wickham Market Youth Provision - £510 remaining in the Small Grant Scheme <p>Dionne Walton explained the youth engagement over the summer period and the holiday activity programme which would also include nutrition and cooking. Due to her input, it was proposed that Dionne join the Youth Task and Finish Group. This was supported.</p> <p>Action: Communities Officer</p> |
| <p>6.</p> | <p>Outcome Proposal Forms / Project Ideas</p> <p>The Communities Officer outlined the process of the Outcome Proposal Forms which should be completed by CP members then submitted to her for consideration against criteria before being passed to the Funding Team before being signed of by the relevant Cabinet Member.</p> <p>The Communities Officer explained that this would be her last CP meeting as she was leaving her post later in the month. Julia Catterwell would be the CP's initial contact until a replacement had been appointed.</p> |

The Communities Officer reminded the CP of the £25,000 and asked members to consider any project or proposals that could benefit from funding. She proposed that the chat bench project could be developed, there were connectivity issues as just discussed and additional work with young people could be pursued. It was understood that Nick Khan, Strategic Director, was working with the Economic Development Team on infrastructure projects.

The CP discussed the following:

- Contacting the parishes for their views
- Internet support for parishes at their council meetings
- Updating hearing loops in village halls
- Setting a launch date for grant applications supported by a press release
- Use of electric vehicles and electric bike hire
- Parish audit being undertaken by SALC
- On demand services provided by the Katch bus
- Vehicle charging points in car parks
- Heritage trails in leaflet form with QR codes – a modern way to encourage young people become interested in history.

Cllr K Jones referred to communications relating to a pilot studs for electric points and she could share that information with the CP. The information could be forwarded to Democratic Services for circulation to the CP members.

Action: Sarah Carter

The Communities Officer also referred to the 'East Suffolk Mile' virtual 360° walks that other CPs had funded for Lowestoft and Oulton Broad. That too could be followed up. Ms Walton mentioned the need for support on inter-generational knowledge and the Chairman agreed both proposals should be taken forward.

In summing up, the Communities Officer advised that outcome proposal forms would need to be completed for the following projects which would then be ready for discussion at the CP's next meeting in October:

East Suffolk Mile
Chat Benches
Walks between Chat Benches
Connectivity for Parishes

Action: CP Members



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| <p>7.</p> | <p>Task & Finish Group - Developing Opportunities for Young People</p> <p>Having already discussed funding for schemes for young people, it was important to continue with successful investments and also look at other projects. The Communities Officer confirmed that Sarah Mortimer and Dionne Walton would join the Task and Finish Group, with Christine Abraham remaining on the Group. This was supported.</p> |
| <p>8.</p> | <p>Terms of Reference</p> <p>Following a review after the first year's operation, the Terms of Reference, as circulated with the Agenda, had been updated to take account of comments that had been received and also recommendations made by CAS as part of the rural proofing toolkit. It should be noted that all Parish Councils could be invited to attend and that the quoracy had been changed to six.</p> <p>The CP noted its updated Terms of Reference.</p> |
| <p>9.</p> | <p>Core Membership</p> <p>The Chairman explained that, with the widening of the Terms of Reference to include more parishes and partnership organisations, it was proposed that the following be included in the CP's Core Membership:</p> <p>Dick Jenkinson, Wickham Market Good Neighbour Scheme Byrony Peall, IP17 Good Neighbour Scheme Debbie Tayler, Farnham with Stratford Parish Council Dionne Walton, Access Community trust (Young People) Cratfield Parish Council – name of representative to be advised.</p> <p>This was supported.</p> |
| <p>10.</p> | <p>Appointment of Vice-Chairman</p> <p>The Chairman advised that Cllr Cook had only been in post as Vice-Chairman for six months and proposed that he continue in that role for a further year. There being no further nominations, the CP supported that proposal.</p> |
| <p>11.</p> | <p>Date of next meeting</p> <p>It was noted that the next meeting would be held on Thursday, 7 October 2021 at 6.00pm. Due to the uncertainty surrounding the lifting of Covid restrictions, the Chairman advised that this meeting would be virtual via Zoom.</p> |



Prior to the close of the meeting, the Chairman thanked Nicola Jenner for her valuable work since being in post as Communities Officer for the CP. She had driven forward a number of achievements for the CP and her enthusiasm had been most refreshing. She would be a huge loss to the Communities Team and the CP, and a hard act to follow.

The meeting concluded at 7.45pm.