



East Suffolk
Community
Partnerships
Bringing ideas to life

Melton
Woodbridge
& Deben
Peninsula

Melton, Woodbridge and Deben Peninsula Community Partnership

Chair: Councillor James Mallinder (East Suffolk Council)

Vice Chair: Vacant

East Suffolk Councillors:

Councillor Ray Herring

Councillor James Mallinder

Councillor Chris Mapey

Councillor Rachel Smith-Lyte

Councillor Kay Yule

Suffolk County Councillors:

Councillor Caroline Page

Councillor Andrew Reid

Partnership Organisations:

Local Town and Parish Councils

Suffolk Constabulary

Ipswich and East Suffolk Clinical
Commissioning Group

Community Action Suffolk

Business Community

Youth Community

Environment

Members of the **Melton, Woodbridge and Deben Peninsula Community Partnership** are invited to a meeting to be held via East Suffolk House, Riduna Park, Station Road, Melton, Woodbridge, Suffolk, IP12 1RT, on **Thursday, 30 June 2022 at 4.00pm**

Agenda

Pages

1 Welcome and Apologies for Absence

2 Election of a Vice-Chairman

To elect a Vice-Chairman for the 2022/23 year

		Pages
3	Action Notes, 14 December 2021 To agree the action notes of the meeting held on 14 December 2021	1 - 4
4	Community Partnership Board Update To receive an update from the Community Partnership Board meeting held on 13 June 2022.	5 - 8
5	Community Partnership workshop update To receive an update on the workshop held on 3 March 2022.	9 - 10
6	Task & Finish Group Update To receive an update from the Partnership's task and finish group.	11 - 12
7	Presentation from Stuart Halsey, Integrated Neighbourhood Team To receive a presentation on the Integrated Neighbourhood Team and Connect.	
	Connect and INT flyer	13 - 14
8	Community Partnership Action Plan To discuss and agree the Community Partnership Action Plan for 2022/23	
9	Date of Next Meeting Thursday 22 September 2022 at 6pm.	

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www.local.gov.uk/Community-Leadership



Melton, Woodbridge and Deben Peninsula Community Partnership

Action Notes of the Meeting held on Wednesday 14 December 2021

at 6pm via Zoom

Core Membership:

ESC Councillors – Cllr James Mallinder (Chair), Cllr Rachel Smith-Lyte

SCC Councillors – Cllr Caroline Page (SCC Cllr for the Woodbridge Division), Cllr Andrew Reid (SCC Cllr for the Wilford Division)

Town and Parish Councils – Cllr John Pilgrim (Boyton Parish Council), Cllr Alan Porter (Melton Parish Council)

Partnership Organisations – Caroline Rutherford (Just 42)

Others present – Luke Bennett (Partnerships Manager), Julia Catterwell (ESC Communities Officer), Alli Stone (Democratic Services Officer)

Item	Discussion
1.	Welcome and Apologies for Absence Apologies for absence were received from Cllr Hazel Hughes (Hollesley Parish Council).
2.	Election of a Vice-Chairman This item was deferred to the next meeting.
3.	Notes of the previous meeting – 8 September 2021 The action notes of this meeting were agreed. Luke Bennett (LB) confirmed that the new route for the Katch Bus went from Wickham Market to Snape and included this CP area. All members were asked to promote the route.
4.	Update from the Community Partnership Board meeting held on 6 December 2021

	<p>The Community Partnership received an update on the last meeting of the Community Partnership Board from Luke Bennett (LB)</p> <p>LB provided an overview of the following points discussed at that meeting:</p> <ul style="list-style-type: none"> • A presentation from Suffolk MIND on the impact of Covid-19 on mental health locally • A new mental health and wellbeing task and finish group to address the ongoing issues around mental health and Covid-19 • Board priorities reviewed to include social isolation and loneliness; sustainable transport and travel; and mental health and wellbeing • A new workstream on vulnerability and hidden needs due to emerging issues on cost of living and living standards • The Peer Review of Community Partnerships <p>The Community Partnership forum event was planned for 25 March 2022 at Trinity Park.</p> <p>Councillor Reid (AR) confirmed that the Suffolk County Council mental health team would be in touch with the Board to ensure a joined-up approach to mental health in the area.</p>
5.	<p>Small Grants Scheme</p> <p>Julia Catterwell (JC) updated the meeting on the small grants scheme which had launched on 1 November and would close on 1 January.</p> <p>Two funding applications had been received so far, and members were encouraged to share details of the scheme.</p>
6.	<p>Projects Update</p> <p>JC updated the meeting on the work of the Young People Task and Finish Group.</p> <p>The group was considering the following projects:</p> <ul style="list-style-type: none"> • Cooking skills, to include an emphasis on reduction of food waste • A 'Mend Shed' to pass on mending and practical skills <p>The Chair (JM) expressed support for a project around food a nutrition in light of increased food costs and use of food banks.</p> <p>Cllr Smith Lyte (RSL) expressed concern about the continued rise in the use of food banks, increasing costs of food and fuel and how this contributed to poor mental health.</p>

	<p>Caroline Rutherford (CR) gave an update on cooking activities which had been run at youth groups in the area. Grant money had been spent on new utensils and portable induction hobs for workshops, and it was hoped that these workshops could be extended to include wider life skills.</p> <p>RSL asked that generations not be siloed into different workshops, as cross-generational workshops and meet ups would allow people to learn from each other.</p> <p>ACTION: JM and RSL to discuss a wider meet up event in the CP area for 2022.</p>
7.	<p>Cycling and Walking Strategy</p> <p>Anthony Taylor(AT) and Jason Beck (JB) summarised the draft cycling and walking strategy which was out for consultation until 10 January 2022.</p> <p>The strategy focussed on key corridors for commuting, leisure routes, Local Plan recommendations and community recommendations.</p> <p>In this CP area, Ipswich to Melton had been identified as a key corridor to enable people to walk/cycle between Ipswich and Melton and the surrounding villages rather than driving.</p> <p>Alan Porter (AP) asked what funding had been allocated to the strategy. JB confirmed that no funding had been allocated, the strategy would instead provide a basis for where routes should be improved as part of other projects.</p> <p>RSL expressed concern about leisure routes using rural roads with 60mph speed limits and asked if there could be a wider conversation with Suffolk County Council on reducing speed limits in some areas. AT confirmed that it was not within East Suffolk Councils remit to make recommendations on speed, and that any comments on this would be passed on to SCC. AR asked that ESC speak with Councillor Alexander Nicoll on this issue.</p> <p>CR asked whether youth groups were a part of the consultation. AT responded that schools/youth groups had not been particularly targeted, but it was recognised that schools were important destinations. LB confirmed that there was an East Suffolk Young Peoples Priority Group who could be included in the consultation.</p>



	<p>JM asked if cycling routes beyond Wilford Bridge and on to the peninsula could be looked at, as this area was quite dangerous for cyclists at present but there was potential for a tourist route to Sutton Hoo.</p> <p>AP asked that cycle storage along the route also be considered.</p>
8.	<p>Date of next meeting:</p> <p>Thursday 3 March 2022 at 6pm.</p>

The meeting concluded at 7.16pm

COMMUNITY PARTNERSHIP CHAIR'S BRIEFING NOTE

COMMUNITY PARTNERSHIP BOARD – 13 JUNE 2022

HELD AT BT, THE HUBBLE ROOM, ADASTRAL PARK, IPSWICH, IP5 3RE

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. Vice Chair for 2022-23

Lisa Perkins will continue as Vice Chair of the Community Partnership Board. Lisa is Director of BT Adastral Park and Research Realisation.

3. Focus on Community Partnerships

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

The Board then received a short presentation from the [Carlton Colville, Kessingland, Southwold and Villages Community Partnership](#) and the [Framlingham, Wickham Market and Villages Community Partnership](#)

4. Implementation of the Peer Challenge Action Plan

The Board received a verbal update from Nick Khan:

A major step in our development of the Community Partnerships was to invite a team from the Local Government Association to review our progress and make recommendations on what they observed. The review took place over three days 12 – 14 October 2021. At the conclusion of the review, the Team shared insights they had gained through the process and gave recommendations for East Suffolk Council and the Community Partnership Board to consider. Although the review was very positive, there were areas identified where we could do better.

The Community Partnership Delivery Group is delivering the Peer Review Action Plan to address these issues on behalf of the Board. The first phase is structured around three priorities:

1. Each Community Partnership needs to RESET after lockdown:
 - Review / refresh priorities
 - Produce a focussed Plan of what they will deliver
 - Set SMART outcomes
2. Each Community Partnership needs to equip itself to deliver its plan:
 - Build confidence to take a proactive problem-solving approach
 - Engage the right people to get the job done
 - Gain the necessary skills to perform the task well
3. We must all communicate what we do:
 - Between Community Partnerships to share best practice
 - Internally within East Suffolk Council to embed the process
 - Externally to promote the benefits of Community Partnerships to our residents

5. Annual Report 2021-22

Steve Gallant presented the [Annual Report 2021-22](#) which reviewed the progress that the Board and the eight individual CP's have made in achieving their original ambitions.

Covid restrictions and lockdown have had a profound effect on the development of CP's BUT we should recognise the outstanding achievement of all eight CP's and the Board by continuing to operate virtually, finding creative ways to engage online, and delivering tangible support to their communities during the pandemic.

With SALC support we have had successes in engaging Town and Parish Councils – but there is more to do, so we have recommissioned SALC for another 12 months.

We have enjoyed good support from our private sector partners on the Board, but not so much at CP level. The Board set up a small task group to develop proposals on how we can work more closely with our local businesses.

We recognise that we have not publicised the magnificent work that the Community Partnerships are doing enough and are taking steps to address this. Early progress includes:

- Completely refreshed website so that our residents can easily find out more about their Community Partnership.
- Publishing our first quarterly e-newsletter to promote communications between the CP's and partner organisations.

6: Report from the Tackling Inequalities Task Group

Chris Abraham introduced the [Report from the Tackling Inequalities Task Group](#) and the accompanying [Outcome Proposal](#) that included a request for £100,000 this financial year.

Nicole Rickard reported that the Task and Finish Group had used information provided by Suffolk County Council based on their Making Ends Meeting cost of living profile and information dashboard. As a result, four themes have been identified – see below – and it is key to identify any gaps in provision, boost funding available and collaborate with existing projects.

Money:

Key Challenges – Are people accessing the right benefits? Can people budget properly? Do they have access to a bank account? Are people able to afford the relevant ID documentation (e.g. passport or driving licence) they required to access bank accounts and other services? How do we identify and assist those people who were Just About Managing (JAMs)?

Food and Essentials:

Key Challenges - Some people have a lack of cooking facilities, cannot afford to purchase cookers and must rely on food made with hot water. Others are just unable to afford basic items such nutritious food, school uniform / interview clothes or basic items for personal

hygiene, such as a toothbrush. People may also lack the skills to cook with basic, nutritious ingredients. Some people in work are in desperate need of assistance from Food Banks but are not able to attend during their opening hours.

Energy and Fuel:

Key Challenges – The high cost of energy to heat homes and to cook, as well as the high cost of fuel, affecting all forms of transport, both personal and public.

Housing:

Key Challenges – Increased pressure on the home rental sector. More people falling into rent arrears and then facing potential eviction over time. Homes falling into disrepair as homeowners or landlords cannot afford to repair them, which will exacerbate other issues such as poor health

Nicole provided the Board with a list of 65 projects identified by the Task Group for them to consider and the top scoring projects were as follows:

E3 Network of 'Warm Rooms' for Winter 2022/23

F1 Food Network Coordinator

M3 Expand the Family Early Intervention Model

F3 Expand 'Your Local Pantry' across the District

M1 Develop a comprehensive ES Financial Inclusion Framework

E9 Handyperson to fit draught excluders, curtains, LED bulbs etc

F7 Expand 'Cooking on a Budget' classes

H5 Use data to identify people who need support asap

F11 and F15 Fund microwaves and slow cookers (and energy cards)

F5 'Comfort Food' project – a free hot meal and drink at a local café

M8 A fund to pay for people to access ID documents

M7/M12 MECC for key workers / workers to go where people are

F8 Food to Fork projects – community allotments/gardens/planters

E12 Access to clean, warm bedding

M5. Build on digital projects (libraries) to make kit and support from digital champions available

F14 Fund School Uniform, Prom and Interview clothes

The Board agreed that the outcome proposal attached to the report, requesting the allocation of £100,000 to the emerging East Suffolk Cost of Living programme was approved – and that a report on progress be received at the next Board meeting on 5 September 2022.

7: Outcomes from the Annual Forum 2022:

Luke Bennett gave a summary of the [Report on the Outcomes of "Bringing Ideas to Life" the Community Partnership Annual Forum 2022](#)

The Board agreed that the Forum had achieved high impact against its original purpose.

8: Update from the Mental Health Task and Finish Group

Nicole Rickard updated the Board on [Progress in Delivering the Well Minds East Suffolk Project](#) since the Stage 2 outcome proposal was approved in late March 2022

Luke Bennett, Partnerships Manager, East Suffolk Council.

CP workshop 3 March 2022

Community Partnership Survey

- Concern that the CP was seen solely as a place for funding, and once funding was received projects stopped being engaged.
- CP needs to be engaged long term, and seen as a way to help solve problems.
- Need to define 'community' so it is clear to people how they are involved
- Need to define some of the other terms used – for example a 'community hub' is not just a village hall building.
- Need to be driven by people, not infrastructure.

Community Partnership Priorities

Community Hubs

- Defining 'community hub' – a place people naturally meet, every local community needs a shared space
- Rendlesham – has a bar, looking to launch a Men's Shed, large scout group, community centre but this is used by smaller groups which restricts its use by other groups
- Need to identify what is there already and how it is being used, and where else people meet
- Need to look at how spaces can be shared more fairly – is there oversubscription on one day and undersubscription on others. What groups own buildings that could be rented out?
- Idea of community hubs as groups of people – for example cooking sessions for young people.
- Sharing of skills across generation, helping people feel less isolated by enabling use of technology
- Local roadshow – local people sharing their skills/experience on various services and topics. Rural coffee caravan provides a similar resource, but does not cover this area – could they be commissioned or funded to extend into this area?

Supporting young people

- Need to deal with three barriers: transport (young people often dispersed, road network not often suitable for cycling or walking), lack of appropriate locations for young people to meet (mainly in Woodbridge), lack of coverage by services
- Young persons travel card does not cover all services
- Some lack of awareness of what is available

- Need to ask young people what they want, and also demonstrate possibilities/show opportunities
- Need a 'carrot' to get people through the door
- Freedom from close supervision important
- Current groups are general 'adult-led' and aren't widespread
- What counts as 'young people' – 11-20? 0-25?
- Family members very important for getting people involved, need to engage whole family from very early stages
- Financial aspect – all clubs cost something which can be prohibitive
- Life skill important – cooking, budgeting, basic home repair/maintenance
- Need to build on what is already successful and expand their reach
- Community youth champions – providing people who are motivated to help young people with training they need to do so safely
- Projects need to be 'transport proof'- could a pot of money be designated to ensure transport is there for projects.
- Example of project in schools which bought together families of children for meals in the school

Task and Finish Meeting 18th May 2022

Present: Kay Yule, Julia Catterwell, Caroline Rutherford, Cathy O'Brian, Sam Gilkes and Alex Hayes.

Apologies: James Mallinder, Jane Healey, Simon King, and Hannah Canning.

JC went over the information collected from the workshop in March where it was agreed that the Community Partnership priorities would remain young people and Community hubs. Discussed the action plan designed by AH with the idea that drafted objectives will replace the current generic ones in order to be SMART.

Community hubs: *"Increase Community Cohesion and participation by increasing the use of existing community spaces and provide more community spaces"*. **JC** this came about from the last workshop discussion in regard to making sure all communities have both indoor and outdoor spaces. However, having carried out an initial scan of the area, it seems every parish has either a pub, church or community hall as an indoor community space and there is plenty of outdoor space in terms, of parks, play areas and open fields. A discussion followed and an example was highlighted whereby a local youth group uses a hall on a regular basis but if an older person's activity group wants the hall at the same time, then they are given precedence. It was acknowledged that community halls are run by different bodies such as parish councils, trusts, or committee boards etc and are all very different and all charge different rates for hire of venue. The group then discussed access to community spaces and how to get there which would become a SMART objective. All agreed that the priority would alter slightly to be *"Increase Community Cohesion and participation by increasing the use of existing community spaces"*.

The group then discussed another priority that came out of the last workshop. *"Improve digital access for older people by providing digital and social media training, to increase participation in the digital world"*. The group recognised that although there some local IT classes locally (Woodbridge Library) there is issues of people in the rural communities accessing them due to lack of transport. Some discussion around how this fits community hubs and in parts it does if it enables older residents to learn the skills in how to book medical appointment online, shopping on line etc but also the social side would be facetimeing friends and family, village Facebook pages and knowing when events are happening where they live which are mostly promoted through social media. **KY** that is not exactly bring the community together if people are not socialising as a group. But if we were able to have local digital champions trained it could be this is offered in a local group setting.

"Understanding local young peoples need for youth provision so that we can design solutions that work for them". The group agreed that in order to meet this priority then we need young people to decide what they want and how they want to proceed. **JC** recent visit to Farlingaye High School to promote youth voice with young people, results of which 28% said they want more youth provision. Unfortunately, due to time constraints we were not able to get finer details on what this would look like. Recent meeting between Just 42 and CAS whereby local surveys with young people has been undertaken by CAS, however, this did

not include our CP area. **CR** seems to think that CAS will carry out survey if we ask and also, we can do a separate questionnaire over the summer in youth clubs and other events. The idea is that if we have year 12 pupils (with survey results) research what they would like and set an amount of £13,000 to spend on this priority and a set timeframe to deliver. **SG** we would have to make sure year 12's consider all age groups and the fact that Farligaye pupils come from a wide geographical area means it will include the more rural areas. The pupils can then help in the commissioning process and 'own' this priority. **CB** these types of skills could not only go on their CV but it's possible it could contribute towards an academic award. The pupils would have regular meet ups and help and assistance from the task and finish group. Rather than wait until the next CP (30th June) it's proposed that JC sends information to CP members for approval so we can start the process with the schools and put dates in the school calendar. Just to make everyone clear we will not directly be giving the funds to the school/pupils, rather they help identify projects and providers through research and funding is allocated to young person's priority.

Integrated Neighbourhood Team (INT) Leadership Team

Health, Social Care and other professionals working together to deliver key health objectives which improve the wellbeing of residents and reduce the demand on services.

Who is involved:

Integrated Neighbourhood Team Manager

Primary Care Networks
Clinical Directors (GP's)

Social Prescribing Lead

District Council

Norfolk and Suffolk
Foundation Trust (NSFT)

Connect

The voluntary and community sector working collaboratively with statutory services to improve the health and wellbeing of our communities, by identifying localised priorities and solutions.

Who is involved:

Good Neighbour Schemes

Community Health

Mental Health
Support Groups

Schools

Dementia Services

Community Transport

Children &
Young People
Services

Care Homes

Libraries

Plus many, many more!

Other Partners and Programmes of Work

Connect works in partnership with a range of other partners, services and projects to improve the health and wellbeing of residents.

This includes:

Ipswich and East Suffolk
Clinical Commissioning Group

Connect & Catch-up's

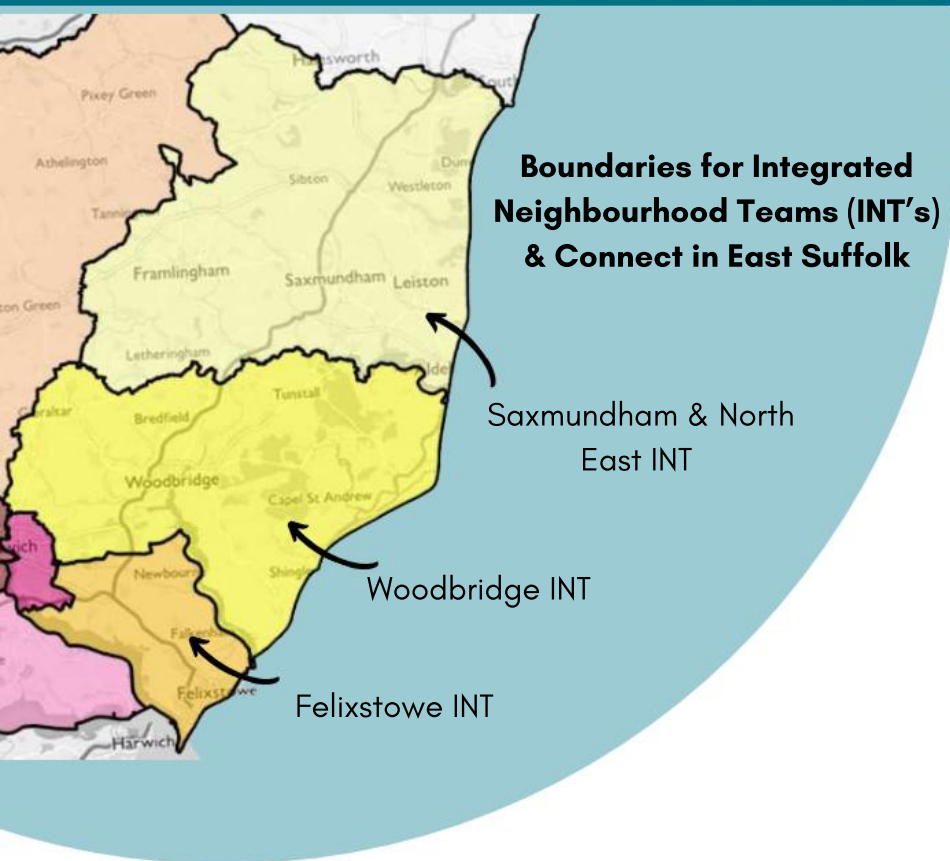
Connect for Health

Connected Communities

East Suffolk Communities Team

Community Partnerships

More information on
the next page



Boundaries for Integrated Neighbourhood Teams (INT's) & Connect in East Suffolk

Saxmundham & North East INT

Woodbridge INT

Felixstowe INT

For more information about Connect and how to get involved, contact **Stuart Halsey**, Integration and Partnerships Manager, at **stuart.halsey@eastsuffolk.gov.uk** or **07768 114421**

To find out more about the other partners and programmes of work Connect works with, click the subheadings or contact **Stuart Halsey** (above).

Ipswich and East Suffolk Clinical Commissioning Group

Commission a wide range of clinical or service areas, including mental health services, urgent and emergency care, elective hospital services, and community care.

Connected Communities

A free confidential service available to everyone over the age of 65 in Suffolk. Practical, helpful, non-judgemental advice to help o improve your health and wellbeing. *Only available in some areas

Connect & Catch-up's

Informal virtual workshops where statutory, voluntary and community groups can come together to expand their knowledge on specific health and wellbeing topics, listen to guest speakers and discuss ideas.

Community Partnerships

8 Partnerships across East Suffolk allowing the council, partners, and communities to work together to 'bring ideas to life' by taking a solution focused approach to local priorities.

Connect for Health

Social Prescribing which enables GPs, nurses and other primary care professionals to refer people to a range of local, non-clinical services.

East Suffolk Communities Team

Supports a wide range of individuals, community groups and partner organisations to support and develop community projects and initiatives.