



East Suffolk  
Community  
Partnerships  
*Bringing ideas to life*

Melton  
Woodbridge  
& Deben  
Peninsula

## Melton, Woodbridge and Deben Community Partnership Meeting

Thursday 22 September 2022 at 6pm

Deben Conference Room, East Suffolk House, Riduna Park, Station Road, Melton,  
Woodbridge, IP12 1RT

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### Partnership Priorities

- Increase Community Cohesion and participation by increasing the use of existing community spaces.
- Improve digital access for older people by providing digital and social media training, to increase participation in the digital world.
- Understanding local young people's need for youth provision so that we can design solutions that work for them.

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### Meeting Goals

1. To look at how community cohesion and community spaces can be used to support providing warm spaces for people.
2. To look at how community spaces can be utilised to provide growing spaces.

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	Julia Catterwell, Communities Officer	None
4	Community issues, including Youth Voice themes <ul style="list-style-type: none"><li>• Additions to the core membership</li></ul>	All	Discussion
5	Date of the next meeting	All	None
Thursday 15 December 2022, 4pm, Deben Conference Room, East Suffolk House, Melton			
Meeting Items		Lead	Supporting papers
6	Warm spaces in the community	Julia Catterwell, Communities Officer	Workshop Exercise
Focus questions			
1. What facilities are out there?			
2. How can community facilities be used to provide warm spaces?			
3. What can the Community Partnership do to facilitate this?			

<b>7</b>	Growing spaces – motion from East Suffolk Council	Julia Catterwell, Communities Officer	Discussion
<p>Focus questions</p> <ol style="list-style-type: none"> <li>1. What community spaces could be used to achieve the objectives set out in the Council’s motion?</li> <li>2. Who can the Community Partnership work with to deliver these objectives?</li> </ol>			

<p><b>Chair:</b> James Mallinder (East Suffolk Council)</p> <p><b>Vice-Chair:</b> Kay Yule (East Suffolk Council)</p> <p><b>Communities Officer:</b> Julia Catterwell  <a href="mailto:julia.catterwell@eastsoffolk.gov.uk">julia.catterwell@eastsoffolk.gov.uk</a></p>	<p><b>Partnership Organisations:</b></p> <p>East Suffolk Council</p> <p>Suffolk County Council</p> <p>Local Town and Parish Councils</p> <p>Suffolk Constabulary</p> <p>Great Yarmouth and Waveney Clinical Commissioning Group</p> <p>Community Action Suffolk</p> <p>Lowestoft Rising</p> <p>Business Community</p> <p>Youth Community</p> <p>Environment</p>
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## Melton, Woodbridge and Deben Peninsula Community Partnership

Action Notes of the Meeting held on Tuesday 16 August 2022

at 6pm at East Suffolk House

Core Membership:

ESC Councillors – Kay Yule (Vice-Chair, in the Chair for the meeting), Ray Herring, Rachel Smith-Lyte

Town and Parish Councils – Dave Moore (Rendlesham Parish Council), Mark Packard (Melton Parish Council), Mike Sutton (Woodbridge Town Council), Clare Walker (Bawdsey Parish Council)

Partnership Organisations – John Carrington (Woodbridge Tide Mill), Geoff Holdcroft (Choose Woodbridge), Simon King (Healthwatch Suffolk), Caroline Rutherford (Just42), Roy Truman (Deben Peninsula CP and Butley Ferry)

Others present – Luke Bennett (ESC Partnerships Manager), Julia Catterwell (ESC Communities Officer), Siobhan Middleton (Local Democracy Reporting Service and Suffolk News), Nicola Wotton (ESC Deputy Democratic Services Manager), Erin Yule (Observer)

Item	Discussion
1.	<p><b>Welcome and Apologies for Absence</b></p> <p>Apologies for absence were received from:</p> <p>James Mallinder (Chairman and ESC Councillor) Samuel Gilkes (Suffolk Police) Hazel Hughes (Holllesley Parish Council) Caroline Page (Suffolk County Council)</p> <p>The Chairman welcomed everyone to the meeting and, as there were several new people present who were considering joining the Community Partnership core membership, all those present introduced themselves.</p>
2.	<p><b>Action Notes</b></p> <p>The action notes were agreed by consensus.</p>

	<p>A short update was provided on the actions taken, which had resulted from that meeting.</p>
<b>3.</b>	<p><b>Current Projects Update</b></p> <p>Julia Catterwell (JC) summarised the wide range of projects that had been completed since 2020. There was some discussion in this respect and Ray Herring (RH) raised the need to take a strategic approach, for future projects.</p> <p>JC reported that there was currently £25,000 in the budget for this financial year and a carry forward from the last financial year of £1,200. It was noted that there were many different grants and funding streams that the CP could apply to, for additional funding, however this was not well publicised.</p> <p><b>ACTION</b> – JC to contact the Funding Team about current funding streams that were available, both local and national, which the CP could apply to and this information would be shared with the Core Membership, if possible.</p> <p><b>ACTION</b> – To consider possible projects that the CP could support for this financial year and future years. This would be a substantive item on the agenda for the 22 September 2022 meeting.</p>
<b>4.</b>	<p><b>Community Issues, including Youth Voice Themes</b></p> <p>The Chairman advised that this item on the agenda provided the opportunity for those present to raise any matters for future discussion or consideration. There were no issues raised on this occasion.</p> <p>Additions to the Core Membership had been included on the agenda for this item. The Chairman sought confirmation that those visiting the meeting this evening were agreeable to joining the Core Membership and they agreed. It was therefore confirmed by consensus that the following people would join the Core Membership:</p> <p>John Carrington - Woodbridge Tide Mill          Geoff Holdcroft - Choose Woodbridge          Simon King - Healthwatch Suffolk          Roy Truman - Deben Peninsula CP and Butley Ferry          Clare Walker – Bawdsey Parish Council</p>
<b>5.</b>	<p><b>Growing Spaces – Motion from East Suffolk Council</b></p>



	<p>The Chairman advised that a Motion had been approved at the last ESC Full Council meeting, which asked each of the 8 Community Partnerships to have an item on their agenda about Growing Spaces. The CPs could then discuss if there were any unwanted parcels of land in their local areas, which could be used for allotments. This would also link in with the emerging Community Team’s Food to Fork Project.</p> <p><b>ACTION</b> – To include Growing Spaces on the agenda for the September 2022 meeting and see if there were any suitable pieces of land that could be used for allotment space.</p>
<p>6.</p>	<p><b>Priorities – Practical Actions</b></p> <p>JC outlined the 3 priorities and invited discussion on possible projects that would support the CP’s priorities.</p> <p>There followed some discussion about providing digital access support for older people. It was noted there were several people able to provide the technical support, however, it was unclear how to identify those vulnerable people who were in need.</p> <p><b>ACTION</b> – The Chairman to email all Town and Parish Councils in the CP area, to ask them if there was a need for digital support for older people.</p> <p><b>ACTION</b> – Mobile libraries and the Rural Coffee Caravan to be approached to see if they would be able to be a contact point for those people needing digital access support, as they came into contact with many isolated people.</p> <p>Geoff Holdcroft (GH) stated that using local libraries for digital access support would provide a safe environment for both the volunteers providing the digital support and the older people. Safeguarding was a very important issue. The venues for hosting the support would be considered further, if there was a demonstrable demand for this support.</p> <p>There followed some discussion about Warm Spaces, where people could go to in the winter months during the day, so they used less heating at home. It was reported that the Communities Team were collating a list of Warm Spaces venues and further details, including a map, would be available later this year.</p> <p>The use of Warm Spaces could also provide a safe opportunity for young people to provide digital access support to others, however, this would need to be outside of term time and be appropriately supervised.</p>



	<p>Rachel Smith-Lyte (RSL) stated that the summer heatwave had demonstrated the need to have Cold Spaces too, as the elderly, unwell and babies struggle in the heat. She advised that due to climate change, there would be more heatwaves in future and action needed to be taken to prepare for these occurrences.</p> <p>Those present then discussed the need to engage with young people to find out what they needed. Although young people could be invited to attend various events or CP meetings, this did not engage with enough young people to provide meaningful information. It was important to engage with a wide range of young people, across the area, in order to get a representative response. A survey had been sent to Farlingaye High School at the end of the last term, for the students to complete, but this had not been actioned. RSL reported that she may be able to assist, as she knew people who worked at the school.</p> <p><b>ACTION</b> – That the link to the online survey would be re-sent to Farlingaye High School Year Heads. They would be asked to pass on the survey to all of the Tutors, who could then in turn encourage their Tutor Groups to complete the short survey.</p>
<p>7.</p>	<p><b>Proposal – Suffolk Repair Shed</b></p> <p>JC invited Dave Moore (DM) to give an update on this item.</p> <p>DM stated that the Suffolk Repair Shed was being taken to the next level, as it had just been registered as a Limited Company. The Repair Shed was based on the Sandy Lane Industrial Estate and it gave the opportunity for people to repair a wide variety of things that would otherwise end up in landfill.</p> <p>DM explained that the Repair Shed currently had the equipment for welding, engineering and sewing (for leather and sails), however, it could not undertake any electrical repairs due to a lack of equipment. It was noted that the Kesgrave, Rushmere St Andrew, Martlesham, Carlford and Fynn Valley Community Partnership had previously agreed to give the Repair Shed £2,500 and match funding was therefore requested from this CP, for the electrical equipment. It was noted that both areas would benefit greatly from this facility.</p> <p>There were significant benefits resulting from the Repair Shed, including less waste going into landfill, sharing skills with others, improvements to mental health and wellbeing. All those present commended the work undertaken and the CP supported the bid in principle.</p> <p>The Chairman then took the opportunity to provide a short update about an opportunity to create a Woodbridge Men’s Shed. It was noted that there was a</p>



	<p>plot of land near to the Model Boat Pond, which would become available shortly, which may be suitable for a Men's Shed. A report would be taken to Cabinet, later in the year, for consideration.</p> <p>There followed some discussion about the area surrounding the Model Boat Pond in general and RSL suggested that a mini lido would be an important addition to the local area, as it would provide safe cold water spaces that young children could enjoy during the summer. It was noted that the costs for the development and maintenance of such a facility would be prohibitive. However, RSL stated that such matters would need to be considered in future, due to climate change.</p>
<b>8.</b>	<p><b>Date of the Next Meeting</b></p> <p>Following discussions regarding the timing of Community Partnership meetings, it was agreed by consensus that future meetings would commence at 6.00pm.</p> <p>Thursday, 22 September, 6.00pm, Deben Conference Room, East Suffolk House.</p>

The meeting concluded at 7.39 pm

## **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**