



## **Felixstowe Peninsula Community Partnership**

### **Action Notes of the Meeting held on Wednesday 7 October 2020 via the Zoom video conferencing system**

#### **Core Membership present:**

**ESC Councillors** – Cllr Mark Jepson (Chair), Cllr Stuart Bird, Cllr Mike Deacon, Cllr Steve Gallant, Cllr Tracey Green, Cllr Richard Kerry, Cllr Steve Wiles

**SCC Councillors** – Cllr G Newman

**Town and Parish Councils** – R Gardner (Bucklesham Parish Council), S Harkin (Felixstowe Town Council), B Hunt (Nacton Parish Council), A Hutton (Kirton and Falkenham Parish Council), C Reid (Waldringfield Parish Council), A Smith (Felixstowe Town Council), A Tadjrishi (Felixstowe Town Council – Clerk)

**Partnership Organisations** – H Greengrass (Felixstowe Forward), S Mortimer (Community Action Suffolk)

**Others present** – L Bennett (Partnerships Manager), C Lee (Communities Officer), M Makin (Democratic Services Officer)

<b>Item</b>	<b>Discussion</b>
<b>1.</b>	<b>Welcome and Apologies</b>  Apologies for absence were received from:  R Abbott (Felixstowe Chamber of Trade and Commerce) E Choi (Kirton and Falkenham Parish Council) C Shaw (Kirton and Falkenham Parish Council – Clerk) Y Smart (Trimley St Martin Parish Council)
<b>2.</b>	<b>Appointment of a Vice-Chairman</b>  Sharon Harkin from Felixstowe Town Council was appointed as the Community Partnership's Vice-Chairman for the remainder of the year.
<b>3.</b>	<b>Notes of the previous meeting</b>  The action notes of the previous meeting were agreed as a correct record.



**4.**

#### **Community Partnership Board Update**

Luke Bennett, the East Suffolk Partnerships Manager, summarised the Community Partnership Board update report that had been included in the meeting papers. Luke Bennett was pleased to report that the Board's work resonated with the work being completed by the eight Community Partnerships; the Board looked at strategic issues but it was pleasing to see the connect between the Board and the Community Partnerships.

Luke Bennett summarised the following topics that were discussed at the last meeting of the Board:

- The VCSE Bounceback Fund
- Grandpad
- Transport issues
- The East Suffolk Community Partnership Forum

Cllr Gallant commented on the East Suffolk Community Partnership Forum and explained that it would be done virtually this year; he considered that the sessions planned and the key speakers secured were positive and encouraged everyone to attend and spread the word about the event.

There was significant discussion around the Grandpads including how recipients were identified, how the Grandpads worked and were loaned out, the security of the devices. Luke Bennett and Chloe Lee gave assurances on the security of the devices and the simplicity of their use; Chloe Lee explained that there was nothing you could not do on a Grandpad that you could do on a smartphone or tablet. Luke Bennett outlined the family administrator role and confirmed that where a user did not have anyone to fulfil this role, they would be provided with an administrator from Techsilver, who provide the Grandpads.

Cllr Bird sought reassurance that the Grandpads were value for money. Cllr Gallant explained that Techsilver had been very responsive to East Suffolk Council's needs and had, for instance, been able to provide Zoom on the devices in response to a request to do so.

Cllr Green asked if FACTS had been consulted by the Board regarding transport issues. Luke Bennett advised that individual providers had not been consulted at this stage and this would take place later in the process.

5.

**Review of the existing Community Partnership Projects**

Felixstowe Library Project

Chloe Lee advised that the project had been given £5,000 to develop a new children's area at Felixstowe Library. As of earlier that week, decorating had begun, new flooring had been ordered and an order for bespoke shelving was being finalised.

Felixstowe Academy Library Project

Chloe Lee confirmed that equipment had been ordered and the project was progressing well.

Community Directory

Chloe Lee and Ash Tadjrishi recapped the history of the project; following research it had been identified that Felixstowe Town Council's website would be the best platform for the Community Directory.

Ash Tadjrishi advised that he had met with Felixstowe Town Council's web provider earlier in the week and it was estimated that it would cost between £1,500 and £2,000 to produce the Community Directory, which would cover the whole Community Partnership area.

Exactly how the directory would be administered and how community groups could self-administer their entries, noting IT barriers that may be in place for some community groups. Ash hoped to provide a more tangible update shortly.

Chloe Lee noted that there had been some confusion about the level of funding allocated to this project at the previous meeting; she proposed that the Community Partnership allocate a maximum of £2,000 to the project.

Members of the Community Partnership were in favour of the project; it was confirmed that information for the directory had been collected during Chloe Lee's contact with community groups and the link to the directory would be promoted to community groups.

The Community Partnership agreed to allocate a maximum of £2,000 for the project.

**ACTION** A maximum of £2,000 to be allocated to the Community Directory project.



	<p><u>Small Grants Scheme</u></p> <p>Chloe Lee explained that the Task and Finish Group had met and produced detailed guidance and a process for grant applications, which would be reviewed and signed off by East Suffolk Council's funding team. Once approved, the small grants scheme could then begin to receive applications, which would be limited to a maximum of £2,000 per application. Applications would be appraised by the funding team to ensure that they meet the criteria established and then referred to the Task and Finish group which would form the panel to approve/reject applications.</p> <p>Cllr Jepson thanked those who had taken part in the Task and Finish group and was pleased to see that a grant process and application form had been developed and could be used by other Community Partnerships.</p>
6.	<p><b>Consideration of new Community Partnership Projects</b></p> <p><u>Nacton Playspace</u></p> <p>Brian Hunt, from Nacton Parish Council, outlined a proposed project to expand a large open area of land in the centre of Nacton to make it more beneficial for residents. A questionnaire had recently been circulated to residents and would close in three weeks' time. Brian explained that the Parish Council wanted to improve the whole area so that it could be used by the whole community and becomes part of the centre of the village; he added that he was not seeking funding at this stage but was looking for support for the project in principle.</p> <p>Chloe Lee explained that funding available for the project was from Community Infrastructure Levy (CIL) funding that needed to be spent on a sport remit, so the playspace would need to have a sporting theme; Chloe highlighted that this matched one of the Community Partnership's priorities.</p> <p>Cllr Kerry noted that he would be happy to support this project from his Enabling Communities budget.</p> <p>The Community Partnership agreed to support the project in principle and would consider funding it when further detail was available.</p> <p><u>Potential Art Project Trail Felixstowe</u></p> <p>Cllr Jepson outlined the conceptual project for an art trail in Felixstowe that had been circulated to Community Partnership members. He explained that this had</p>



	<p>been produced alongside a local artist who wanted to put together a similar art trail to the Elmer Elephants that had been installed in Ipswich, possibly using a duck as a model. The main aim and passion of the artist was to bring art to Felixstowe in a 'quirky' way. It had been suggested that money could be raised through sponsorship or charities. Cllr Jepson acknowledged that the Community Partnership might not be the best forum for this opportunity.</p> <p>It was suggested by Cllr Newman that any project such as this could be linked to the existing 'Art on the Prom' event in Felixstowe.</p> <p>The concept was compared to several other similar projects in Ipswich, Wesel and Liverpool.</p> <p>Several members of the Community Partnership considered that the proposal did not have enough detail and did not necessarily directly meet the Community Partnership's priorities.</p>
<b>7.</b>	<p><b>Review of the Core Membership</b></p> <p>Cllr Jepson proposed that Sarah Wilson should be added to the Community Partnership's core membership. It was highlighted that Sarah was a Felixstowe resident with significant experience in the voluntary and community sectors and would be an asset to the Community Partnership.</p> <p>Several members of the Community Partnership spoke on the skills that Sarah Wilson would add to the Community Partnership.</p> <p>It was agreed to add Sarah Wilson to the core membership as a community volunteer.</p>
<b>8.</b>	<p><b>Date of next meeting:</b></p> <p>Thursday 10 December 2020, 2pm, via Zoom.</p>

The meeting concluded at 3.35 pm