



Framlingham, Wickham Market and villages Community Partnership

Action Notes of the Meeting held remotely via Zoom on Thursday, 24 March at 6.00pm

Core Membership:

ESC Councillors – Councillor Carol Poulter (Chairman), Councillor Maurice Cook, Councillor Lydia Freeman

SCC Councillors –

Town and Parish Councils – Cllr Paul Ashton (Yoxford Parish Council), Cllr David Chenery (Wickham Market Parish Council), Cllr Richard Cooper (Marlesford Parish Council), Klaus Fortmann (Campsea Ashe Parish Council), Cllr Marion Hine (Framlingham Town Council), Cllr Kathryn Jones (Ufford Parish Council), Cllr Adrian Revill (Hacheston Parish Council)

Partnership Organisations – Jane Healey (Green Print Forum), Dick Jenkinson (Wickham Market Good Neighbour Scheme)

Others present – Luke Bennett (Partnerships Manager), Sarah Carter (Democratic Services Officer), Joss Mullett (Communities Officer), Robin Wiseman (General Manager, Leiston Leisure Centre)

Item	Discussion
1.	<p>Welcome and Apologies</p> <p>The Chairman of the CP, Councillor Carol Poulter, welcomed everyone to the meeting, including those new attendees, 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.</p> <p>Apologies for absence had been received from ESC Cllr Stephen Burroughes, Lydia Kirk (Saxtead Parish Council) and SCC Cllr Alexander Nicoll.</p>
2.	<p>Notes</p> <p>The Notes of the meeting held on 13 January 2022 were agreed as a correct record.</p>



<p>3.</p>	<p>Community Partnership Board Update</p> <p>The CP received a report which provided details of the progress and outcomes of the CP Board meeting held on 7 March 2022.</p> <p>The Chairman advised that the report could be taken as read, unless there were any specific questions.</p> <p>Luke Bennett, Partnerships Manager, introduced himself and explained his support for the eight CPs.</p>
<p>4.</p>	<p>Rural Proofing Workshop</p> <p>The Communities Officer reminded the CP of the intention to create an asset register and all parishes had been invited to attend the recent Rural Proofing Workshop. The uptake had unfortunately been low and he hoped every parish would soon get in touch.</p> <p>The workshop had explained the collation of assets and benefits to the community in order to formulate a register capturing all information and assets in each parish. Parishes had been asked to submit details of their assets by 19 April. The register would then be sent to all parishes for their input and hopefully fill in the gaps. Sharing such resources would actively support the parishes.</p> <p>In response to questions, the Communities Officer advised that it was not necessary to include public houses unless that pub held, for example, a 'Meet Up Mondays' group. The register would include not only physical assets like halls and green open spaces but also details of community groups. He was happy to speak to Framlingham offline regarding their submission of the form.</p>
<p>5.</p>	<p>Small Grants Scheme / Allocation of Funding</p> <p>The Communities Officer advised that the Small Grants Scheme for February/March 2022 had a budget of £16,935.23 and 10 applications had been received totalling £34,413.35. 70% of the applications had provisionally been awarded their fully applied for amount. It was not possible to announce the successful applicants as the organisations themselves had not yet received formal notification. There was a good geographical spread of applicants throughout the CP's area as shown on a slide <i>[published on the website with the Agenda papers subsequent to the meeting]</i>.</p> <p>The Communities Officer thanked the members of the Small Grants Panel for their input and support.</p>



<p>6.</p>	<p>East Suffolk Walk</p> <p>The Communities Officer provided an update with regard to the Covid impact funding for an East Suffolk Walk and chat bench. Following a survey with the CP members, the location chosen was Framlingham and a provisional walk had been drafted. He reminded the CP that the 360° walk would be filmed and uploaded onto YouTube and would be available for people with mobility issues to experience virtually.</p> <p>Cllr Hine advised that the Town Council had acquired funding for their own walks which were focussed on the town centre and economy. She mentioned that there was no wi-fi at the castle. The Communities Officer confirmed that the virtual walk was of a different nature and the location for the chat bench was still to be sorted. The CP supported the proposal as being a worthwhile project.</p> <p>Action: Joss Mullett and Marion Hine to follow up</p>
<p>7.</p>	<p>Core Membership</p> <p>The CP was requested to review its Core Membership and consider any changes for the 2022/23 municipal year.</p> <p>The Chairman advised that the CP wished to extend its membership particularly into the rural areas to ensure a wide range of representation and welcomed suggestions. Expressions of interest had been received from Dennington, Kelsale and Marlesford Parish Councils and she proposed that they should be added to the core membership.</p> <p>It was agreed that Dennington, Kelsale and Marlesford Parish Councils be included on the Core Membership list for the CP.</p> <p>Action: Sarah Carter</p> <p>In response to a question as to why a core membership existed and why all parishes were not invited, the Partnerships Manager advised that when the CPs were set up towns and parishes had been contacted for their nominations and those who came forward had formed the basis of the membership. It also helped with good governance and continuity. Since then, the Terms of Reference had been reviewed. It would be good if all parishes could be involved either through Task & Finish Groups or by helping with the rural proofing workshops.</p> <p>Cllr Cook supported Cllr Ashton from Yoxford and agreed that all parishes within the CP area should have the opportunity to attend the CP meetings particularly in</p>



	<p>view of the forthcoming Community Governance Review. He proposed that all parishes be notified of the CP meetings and it was up to them whether they decided to attend or not.</p> <p>The Chairman reiterated her opinion in that she did not feel any parish had been excluded; not all parishes had chosen to send a representative. She sought clarification from the CP members present that all parishes should be notified of the CP meetings, have access to the agendas and be asked if they wished to nominate a specific person to attend CP meetings. This was agreed.</p> <p>Action: Sarah Carter</p> <p>Cllr Hine advised that Cllr John Jones wished to be removed from the core membership as Framlingham TC was being represented by herself. She also advised that Spadge Hopkins was no longer involved with FAYAP youth club and he would need to be replaced by that organisation.</p> <p>Action: Sarah Carter</p>
8.	<p>Any Other Business</p> <p>None.</p>
9.	<p>Date of next meeting</p> <p>The dates of the CP meetings for the 2022/23 municipal year were noted and agreed as follows:</p> <p>Thursdays on 30 June and 6 October 2022, 12 January and 23 March 2023.</p> <p>The Chairman advised that the next meeting would be held at a venue to be confirmed and she looked forward to seeing everyone in person.</p> <p>The Communities Officer explained that the June meeting would be held as a workshop to, for example, gather ideas, hold activities, have guest speakers and consider revising the CP's priorities. It was hoped that new data packs would be available at that time.</p> <p>Action: Sarah Carter and Joss Mullett</p> <p>In closing the meeting, the Chairman thanked everyone for attending and participating in the meeting.</p>

The meeting concluded at 6.49pm.