

**Kesgrave, Rushmere St Andrew, Martlesham, Carlford and Fynn
Valley Community Partnership**

**Action Notes of the Meeting held on Thursday, 20 February 2020 in
Martlesham Community Hall, Felixstowe Road, Martlesham, IP12 4PB**

Core Membership:

ESC Councillors – Cllr C Blundell, (Chairman), Cllr T Fryatt, Cllr C Hedgley, Cllr G Lynch, Cllr M Newton and Cllr E Thompson

SCC Councillors – Cllr P O’Brien and Cllr R Whiting

Town and Parish Councils –

J Abbott (Kesgrave Town Council), M Brown (Rushmere St Andrew Parish Council), A Comber (Kesgrave Town Council) and M Irwin (Martlesham Parish Council)

Partnership Organisations –

L Butters (CAS), S Gilkes (Suffolk Police), S Hale (Oak Tree Low Carbon Farm) and L Hardwick (Ipswich and East Suffolk CCG)

Others present – L Bennett (ESC Partnership Manager), S Carter (Democratic Services Officer), A Jolliffe (Communities Officer), N Jenner (Communities Support Officer), N Khan (Strategic Director), M McInnes (Economic Development Officer), A Ogundiran (Conservative Group Support Officer) and Councillor L Smith (Cabinet Member for Communities, Leisure and Tourism)

| Item | Discussion |
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| 1. | <p>Welcome from the Chairman, Introductions and Apologies</p> <p>The Chairman of the CP, Councillor Chris Blundell, welcomed everyone to the meeting, the first full session of this Community Partnership and he outlined the Agenda for the evening</p> <p>The Chairman explained that he was proposing a change to the name of the Community Partnership so as to be more inclusive by including the other main areas in the CP’s region. He had taken advice and the CP itself could agree to make the change to Kesgrave, Rushmere St Andrew, Martlesham, Carlford and Fynn Valley Community Partnership. By consensus of opinion, this was supported and AGREED.</p> <p>The Chairman also wished to invite nominations for a Vice-Chairman for the meeting and Councillor R Whiting was proposed.</p> |

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| | <p>The Communities Officer asked those present to pair up and introduce themselves to each other giving a quick outline of name, organisation and skills. This information was noted and collated during the evening.</p> <p>Apologies for absence had been received from D Chacksfi (Otley College) and B Porter (ESC Funding Manager).</p> |
| <p>2.</p> | <p>Discussion of the 4 Community Partnership Objectives</p> <p>The Chairman advised that the purpose of the meeting was to further develop one of the issues that had been highlighted at the workshop in October 2019. The primary concerns determined at that meeting were:</p> <ul style="list-style-type: none"> • Reduce social isolation and loneliness • Environmental care and sustainable transport • Support people to age well • Traffic and road safety <p>In the time that was available that evening, the Chairman proposed that the CP focus on just one of the important issues and what could be done to move things forward.</p> <p>The Communities Officer gave a presentation on a problem solving method for consideration and proposed that the CP focus on the 1st priority of social isolation and loneliness. The Problem Solving Tree would assist in looking for solutions and actions as follows:</p> <p>Roots : causes Trunk : problem Leaves : effects, both positive and negative</p> <p>The Communities Officer gave examples of how it would work and welcomed input from those in attendance to identify actions, schemes, projects, etc., which could be input into the root of the problem.</p> <p>Tips for the table discussions included:</p> <ul style="list-style-type: none"> • How can we reduce social isolation/loneliness? • New actions or current provision or both? • Who needs to be involved? • Do not self-censor – we will discuss later • Remember the scale of the Partnership area <p>The Communities Officer advised that it had not been possible for a representative from Kesgrave School Council to attend; a copy of their youth input was tabled at the meeting.</p> |

| | <p>Following table discussions, the Communities Officer and his Support Officer would look at the actions and analyse the feedback on the Social Isolation Priority.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <p>3.</p> | <p>Approval of the Terms of Reference and Ground Rules</p> <p>The Chairman presented the Terms of Reference for the Partnership which were standard for all of the eight Community Partnerships and explained the Meeting Ground Rules. Both these documents had been circulated with the Agenda and additional copies had been tabled at the meeting.</p> <p>The Chairman anticipated that the documents had been read, following which no issues were raised. The Terms of Reference and Meeting Ground Rules were noted and accepted.</p> <p>The Chairman welcomed the offer of Councillor Robert Whiting to act as Vice-Chairman in case he was unable to attend the next meeting.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>4.</p> | <p>Feedback from table discussions</p> <p>Having participated in an exercise to identify matters, the Communities Officer summarised the notes from each table which included welcome packs for new residents, joint working, hot desking, of which were all good ideas for finding solutions. The CP needed to consider what actions is wished to take forward. Each attendee had three votes to cast on the main topics that had been identified which produced the following results:</p> <table border="0" data-bbox="347 1323 1390 1944"> <thead> <tr> <th style="text-align: left;"><u>Solution</u></th> <th style="text-align: right;"><u>Number of Votes</u></th> </tr> </thead> <tbody> <tr> <td>Use services such as GP/Post Offices/local shops/PPGs to find and reach target groups</td> <td style="text-align: right;">10</td> </tr> <tr> <td>Inter-generational groups</td> <td style="text-align: right;">7</td> </tr> <tr> <td>Community transport</td> <td style="text-align: right;">6</td> </tr> <tr> <td>Supporting users to get to groups</td> <td style="text-align: right;">5</td> </tr> <tr> <td>Share information between local groups</td> <td style="text-align: right;">4</td> </tr> <tr> <td>Create a 'Welcome Pack' for new residents</td> <td style="text-align: right;">3</td> </tr> <tr> <td>Themed Health Walks e.g. dog walks</td> <td style="text-align: right;">3</td> </tr> <tr> <td>Increased promotion of current services</td> <td style="text-align: right;">3</td> </tr> <tr> <td>Pay-incentivise volunteers</td> <td style="text-align: right;">3</td> </tr> <tr> <td>Use 'Street Champions'</td> <td></td> </tr> <tr> <td>Extend successful current provision e.g. Men's Sheds, Meet Up Mondays, Knit and Natter</td> <td></td> </tr> <tr> <td>Provide free activities</td> <td></td> </tr> <tr> <td>Subsidise hire charges of community assets</td> <td></td> </tr> </tbody> </table> | <u>Solution</u> | <u>Number of Votes</u> | Use services such as GP/Post Offices/local shops/PPGs to find and reach target groups | 10 | Inter-generational groups | 7 | Community transport | 6 | Supporting users to get to groups | 5 | Share information between local groups | 4 | Create a 'Welcome Pack' for new residents | 3 | Themed Health Walks e.g. dog walks | 3 | Increased promotion of current services | 3 | Pay-incentivise volunteers | 3 | Use 'Street Champions' | | Extend successful current provision e.g. Men's Sheds, Meet Up Mondays, Knit and Natter | | Provide free activities | | Subsidise hire charges of community assets | |
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| | <p>The Communities Officer made reference to the two front runners in the list and the third item relating to community transport was interlinked with many other issues. Improving existing transport would assist in many ways and that could be discussed at the next meeting.</p> <p>The ESC Partnership Manager advised that the Community Partnership Board would be meeting on 16 March 2020. One of the two topics to be discussed at that meeting was transport and there were additional District wide funds that could be accessed. Councillor Blundell would be attending that Board meeting along with the other seven CP Chairmen.</p> |
| <p>5.</p> | <p>The Community Partnership and Next Steps</p> <p><u>Task and Finish Groups</u></p> <p>The Communities Officer was of the opinion that better marketing was needed for supporting groups; the message was there but not everything was reaching the public.</p> <p>He proposed that two groups be set up and this was AGREED.</p> <p>Nominations were sought for the following Task and Finish Groups:</p> <p><u>1. Using services and engaging with GPs, Post Offices, etc.</u></p> <p>Joanna Abbott, Kesgrave Town Council Sam Gilkes, Suffolk Police ESC Councillor Ed Thompson</p> <p><u>2. Inter-generational Events</u></p> <p>Laura Butters, CAS Sam Gilkes, Suffolk Police Kesgrave representative</p> <p>The Communities Officer confirmed he would lead on this occasion; it was hoped that future Task and Finish Groups would be led by members of the Community Partnership.</p> <p>ACTION – Andy Joliffe</p> <p>A Councillor commented that whilst things were progressing, people had been complaining that they did not know what was happening. The Communities Officer advised that ESC Councillors could feedback to the town and parish councils in their areas and he could speak with the Council’s Comms Team.</p> <p>ACTION – Andy Joliffe</p> |

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| <p>6.</p> | <p>Funding for 2019/20 and 2020/21</p> <p>The Chairman explained that the financial allocation of £10,000 in the current year did not actually have to be spent but it should be allocated to appropriate projects. The Task and Finish Groups would report back on their thoughts for allocation of the money, to solve problems and finance things that could be done to make a difference. The £10,000 could be used as a single lump sum or split to fund different activities. From 2020/21, the CP would have a budget of £25,000 each year for the next three years. In addition,</p> <p>In addition, there was a further £150,000 District wide funding to be allocated before the end of the financial year and in the next financial year an amount of £300,000 had been allocated for the District. The Chairman further explained that the CP Board, comprising the eight CP Chairmen, would be making decisions on District wide funding in consultation with other organisations.</p> <p>In response to a question, the Chairman confirmed that Councillors' locality budgets could also be used to support any proposals or provide match funding.</p> |
| <p>7.</p> | <p>Date of Next Meeting</p> <p>The Chairman thanked everyone for attending the first Community Partnership meeting and for their valuable participation.</p> <p>The Chairman proposed that the next meeting be held on Tuesday, 31 March 2020, which would enable the Task and Finish Groups to feed back to the Community Partnership their findings with regard to allocating funding before the end of the 2019/20 financial year.</p> <p>Venue to be confirmed. ACTION - Sarah Carter</p> <p>The Chairman asked those present to let Sarah Carter, Democratic Services Officer, know of any suitable premises within the CP area that could be used for future meetings. ACTION - ALL</p> |

The meeting concluded at 8.17pm.

Subsequent to this meeting, the CP meeting due to be held on 31 March was cancelled due to the restrictions imposed during the COVID-19 pandemic.