

## **Beccles, Bungay, Halesworth and villages Community Partnership**

### **Action Notes of the Meeting held Remotely via Zoom on Monday, 2 November 2020**

#### Core Membership:

ESC Councillors – Cllr J Cloke (Chairman), Cllr D Ritchie and Cllr C Topping.

SCC Councillors – Cllr T Goldson

Town and Parish Councils – G Catchpole (Beccles Town Council), S Collins (Bungay Town Council), A Dunning (Halesworth Town Council), B Prior (Bungay Town Council), W Summerfield (Worlingham Parish Council).

Partnership Organisations – F Bedding (CAS), E Healey (Halesworth Volunteer Centre), P Love (Access Community Trust)

Others present – J Beck (Planning Policy and Delivery), L Bennett (ESC Partnership Manager), S Carter (Democratic Services Officer), S Halsey (Communities Officer), A Taylor (Planning Policy and Delivery).

Item	Discussion
1.	<p><b>Welcome and Apologies</b></p> <p>The Chairman of the CP, Councillor Judy Cloke, welcomed everyone to the meeting and set out a few housekeeping points to assist with the smooth running of the meeting.</p> <p>If discussions resulted in any voting, she proposed that those present agreed by consensus rather than a formal vote which could be quite time consuming as the meeting was being held remotely via Zoom.</p> <p>The Chairman reminded those present that this, and future meetings of the CP, were being broadcast, and would be available for the public to view live on the Council's YouTube channel.</p> <p>Apologies for absence had been received from Cllr A Cackett (ESC), K Ellis (Norfolk and Waveney CCG) and D Thomas (Halesworth Town Council).</p>

	<p>The Chairman reported that it was expected the CP would receive a brief presentation on CIL at tonight's meeting but unfortunately that had not been possible. It was hoped to arrange that for the CP's next meeting.</p> <p>As an alternative, the Chairman welcomed to the meeting Planners from the ESC Policy and Delivery Team who were present to give an overview of the Cycling and Walking Strategy on which they were currently consulting.</p>
2.	<p><b>Notes</b></p> <p>The Notes of the meeting held on 14 September were agreed as a correct record.</p> <p>In response to a comment made at the last meeting referring to the fact the CP meetings were recorded as Notes, not minutes, the Chairman explained that CPs were not formal meetings of the Council, therefore there was no requirement to comply with the various LGA legislation for those meetings. It had been felt by many that taking a formal approach could be quite off putting for some people and would not encourage people to join the CPs and continue to attend regularly.</p>
3.	<p><b>Cycling and Walking Strategy</b></p> <p>The Chairman introduced Jason Beck and Anthony Taylor from ESC's Planning Policy and Delivery Team.</p> <p>By way of background, the Planners explained that Waveney had had a cycling strategy in place in 2016 and since East Suffolk Council had come into existence, the document was being reviewed to include walking and cover the whole of the former Suffolk Coastal and Waveney District Council areas. The Government's recent White Paper was moving towards digital systems and the strategy needed to be easy to use. They had been working with the County Council to produce maps and a steering group had been set up to develop the project. Consultation was currently underway.</p> <p>The Planners gave a detailed and interactive presentation covering the following:</p> <p><u>Project outcomes</u></p> <ul style="list-style-type: none"> <li>• Identify the <b>key corridors</b> within East Suffolk where there may be significant benefits from improving cycling and walking connections between settlements;</li> <li>• Produce <b>cycling and walking suitability maps</b> for the 'major centres', 'market towns' and some of the more sustainable 'large villages' in East Suffolk (as identified in the Suffolk Coastal Local Plan and Waveney Local Plan);</li> </ul>

- Identify **cycling and walking infrastructure improvement opportunities** throughout East Suffolk and propose potential solutions to achieve these improvements (for example, from marking up new cycle lanes, to new cycling and walking routes segregated from vehicle traffic); and
- Produce an **implementation map** to monitor the delivery of cycling and walking opportunities identified in the Strategy, which will be regularly updated when identified cycling and walking solutions are implemented

#### Initial map-based consultation

- 19 October - 30 November 2020
- The consultation asks the public to highlight cycling and walking matters in East Suffolk which you think should be addressed.

<https://eastsuffolk.maps.arcgis.com/apps/webappviewer/index.html?id=810e5f8977e144509f13120a00a341d6>

The Planners explained the interactive map, which gave details of the local allocations for growth, each dot represented comments, issues raised and suggested solutions. In addition to the interactive map, the righthand side (as displayed) gave further options, including how to submit a new issue, and a link to the public rights of way which could be viewed on the Suffolk County Council's website. Due to technical issues with internet access, it was not possible to give a full demonstration of the process and information streams. The CP was reminded that the consultation ran until 30 November and all comments were welcome.

#### Thank you for your time

If you have any queries about the East Suffolk Cycling and Walking Strategy please email [jason.beck@eastsuffolk.gov.uk](mailto:jason.beck@eastsuffolk.gov.uk) or [anthony.taylor@eastsuffolk.gov.uk](mailto:anthony.taylor@eastsuffolk.gov.uk)

The Chairman advised that the CP understood that the difficulties with the internet connections had resulted in a curtailed demonstration and asked for any questions:

The CP questioned and commented on:

- Funding for upkeep of rights of way and bridleways.
- Current footpaths that were badly maintained.
- Farmers' ploughing up fields resulting in footpaths being lost.
- The importance of proper cycling routes and linking of new and existing routes.
- Government money being allocated for cycling and walking routes.
- Cycle lane between Ellough and Worlingham and the wands.
- Cycle routes in Halesworth needed to link up.

The Planners confirmed that, in addition to neighbourhood CIL, Section 106 monies from developments and District CIL, various grants were available. The County Council had a rolling strategy for cycling improvements. The purpose of consulting

	<p>on the strategy now was that some funding pots looked for projects that were advanced and the outcomes of this consultation would help support claims for early funding. In addition, by adding proposals together for several footpaths to join into one route, that would provide better improvements and be likely to attract more funding. There was a reporting tool on the County Council's website for submission of issues relating to footpaths. In addition, there was a County Council Steering Group involved with the maintenance and anyone could speak to the Public Rights of Way Team regarding upkeep issues. Routes needed to connect to services and all ideas would be subject to a scoring system to establish priorities.</p> <p>The Chairman asked if it was possible for a report back once the consultation had been complete and comments analysed. The Planners advised that all comments would be available for viewing on the Council's website; they could provide a summary if the CP so wished.</p> <p>The Chairman thanked the Planners for attending and the CP would look forward to a future update report in due course.</p> <p>Due to the technical issues with the presentation, it was agreed that the link to the consultation would be forwarded to all members of the CP.</p> <p><b>ACTION: Sarah Carter</b></p>
4.	<p><b>Report back from the Small Grants Task and Finish Group</b></p> <p>Mrs Collins provided details of the proposals that the Task and Finish Group had considered. That Group's recommendation was to put in place a process for small grants and allocate a fund of £10,000 out of the £25,000 available to the CP. Relevant organisations would be able to submit applications for amounts of £500 to £1,000. It was suggested to have two rounds of funding; the first to commence shortly in November through to January and then, for any money not allocated, a second round through to early Spring. There had been some discussion on the grant form and priorities and the Task and Finish Group had agreed the proposals should be restricted to the CP's three priorities and up to no more than £1,000, not excluding anything that might be slightly over the upper limit.</p> <p>The Communities Officer advised that the small grants scheme would give the opportunity for all parishes in the CP's area to bid for money for schemes in their respective areas. He stated that four other CPs were also introducing similar schemes. His communications with the Funding Team had resulted in the process being streamlined as much as possible, If this proposal was agreed by the CP, it was hoped to launch the following week on 9 November and run for two months.</p>

	<p>As a reminder, the CP's three priorities were healthy lifestyle and wellbeing, social isolation and loneliness, and transport and access.</p> <p>Comment was made that with lockdown occurring again, community groups might well require items now; it was noted that the CP's funding should not be confused with the 'Bounce Back' Fund.</p> <p>The Communities Officer proposed setting up a funding panel to look at the grant applications in advance of coming back to the CP. This was supported. He explained that the Funding Team would receive all applications, appraise each one and allocate a score. If any information was missing, that Team would review each application before a grants panel received the application for consideration. Local knowledge would be applied when a grants panel, comprising members of this CP, reviewed the applications.</p> <p>The Chairman advised the CP that money had to be allocated to schemes because, in the current year, any unspent money would not be carried forward.</p> <p>It was agreed that £10,000 be allocated to a Small Grants scheme to be launched on 9 November 2020 and that bids would be up to £1,000. It was further agreed that the Grants Panel comprise: Graham Catchpole, Sue Collins, Annette Dunning, Wendy Summerfield, Councillor Judy Cloke and Stuart Halsey.</p> <p><b>ACTION: Stuart Halsey</b></p> <p>Following detailed discussions relating to the announcement of the small grants scheme and sharing of information, the Democratic Services Officer advised that she would email all the parish clerks with details of the Small Grants scheme so that everyone in the CP's area was aware of the scheme.</p> <p><b>ACTION: Sarah Carter</b></p>
5.	<p><b>Community Partnership Projects / Outcome Proposal Forms</b></p> <p>The Chairman asked that the CP members consider the timescale for spending money bearing in mind that the CP was next due to meet on 1 February 2021. It was important to give consideration to the remaining £15,000 now and how that might best be allocated. In addition, in the next financial year, the CP would be allocated a further £25,000 and members of the CP could give thought to any schemes that might benefit from that money.</p> <p>SCC Cllr Goldson commented that if money was not allocated by the end of March 2021, it might be difficult during the purdah period in April.</p>

	<p>All local ideas would be welcomed and comment was made that the £15,000 remaining in the current year could be put into community transport. The need to look at projects now was important, particularly as the situation with Covid19 had gone on longer than expected. If organisations needed a cash injection because of another lockdown, the Communities Officer advised he would ascertain if the Council was arranging another emergency fund. That money was not for individuals but for larger organisations to bid for.</p> <p><b>Action: Stuart Halsey</b></p> <p>The Chairman proposed that a decision on the £15,000 be made at the next meeting in February unless any of the CP members were aware of an emergency that needed to be dealt with. If members wished a project to be considered, they could complete an outcome proposal form and forward it to her and the Communities Officer for initial consideration. Comment was made that the CP Forum taking place that week might also inject some additional ideas.</p>
6.	<p><b>East Suffolk Community Partnership Annual Forum 2020</b></p> <p>The CP was reminded that the Annual Forum had commenced that day, being a five day virtual programme with a line up of speakers in 11 separate sessions. The Chairman hoped that members of this CP would be participating and it was not too late to book a place.</p> <p>The Partnerships Manager advised that the whole programme had been designed around the projects that had been identified by the CPs. All issues raised at the Forum would be noted and reported back to the CP Board and the CPs. He suggested the CP might wish to view the introductory video in which the Chairman had participated.</p>
7.	<p><b>Date and Time of Next Meeting</b></p> <p>The CP noted that the next meeting would be held on Monday, 1 February 2020 at 6.00pm.</p> <p><b>ACTION: All – diary note</b></p> <p>The Chairman thanked everyone for attending and participating in the meeting.</p>

The meeting concluded at 6.50pm.