



East Suffolk
Community
Partnerships

Bringing ideas to life

Aldeburgh
Leiston
Saxmundham
& villages

Aldeburgh, Leiston, Saxmundham and villages Community Partnership

East Suffolk Councillors:

Councillor Tony Cooper (Chairman)
Councillor Jocelyn Bond
Councillor John Fisher
Councillor TJ Haworth-Culf

Suffolk County Councillor:

Councillor Russ Rainger

Partnership Organisations:

Local Town and Parish Councils
Suffolk Constabulary
Ipswich and East Suffolk Clinical Commissioning Group
Community Action Suffolk
Leiston Together
Business Community
Youth Community
Environment

Members of the **Aldeburgh, Leiston, Saxmundham and villages Community Partnership** are invited to a meeting to be held remotely via Zoom on **Monday 9 November 2020 at 3:30 pm**

Agenda

Pages

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- | | | |
|----------|--|--|
| 1 | Welcome | |
| 2 | Apologies for Absence
To receive apologies for absence, if any. | |
| 3 | Election of a Vice-Chairman
To elect a Vice-Chairman for the Community Partnership | |

4	Notes of the Meeting held on 29 September 2020 To confirm as a correct record	
	Aldeburgh, Leiston, Saxmundham and villages Community Partnership - Notes of the meeting held 29 September 2020	1 - 4
5	Grants Proposal Scheme	
6	Parish Council representatives	
7	Task and Finish Groups' applications	
	Item 7 - Notes from the Community Partnership task and finish group on social isolation and loneliness 25.09.20	5 - 7
	Item 7 - Application - Community Art Project	8 - 13
8	Date of Next Meeting - To be Confirmed Monday 11 January 2021 at 3.30pm (Remote via Zoom)	

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Notes of the remote Meeting held on Tuesday 29 September 2020 at 3.30pm

Present:

ESC Councillors: Cllr T Cooper (Chairman), Cllr J Fisher

SCC Councillor: Cllr R Rainger

Town and Parish Councils: Cllr J Findlay (Saxmundham TC), Cllr L Hill (Leiston TC), C Rinder (Deputy Town Clerk, Leiston TC)

Partnership Organisations: S Cuthbert (Leiston Good Neighbour Scheme), S Mortimer (Community Action Suffolk)

Others present: L Bennett (ESC, Community Partnerships Manager), Z Botten (ESC, Communities Officer), J Thain (Leiston Change Manager), K Abbott (ESC, Clerk to the Community Partnership)

Item	
1	Welcome and Apologies for Absence
	Apologies for absence were received from Cllr Jocelyn Bond, Cllr T-J Haworth-Culf, D Eastman (IP17 Good Neighbour Scheme), E Ratzer (Access Community Trust). The Chairman welcomed Joanne Thain, newly appointed Leiston Change Manager, to her first meeting of the Partnership.
2	Election of a Vice Chairman
	No nominations for the position of Vice Chairman were received. ACTION: The Clerk to send an email to provide the role descriptions, clarity on who could be nominated and who could nominate, and to seek nominations ahead of the next meeting. The Election was deferred to the next meeting in November.
3	Notes of the previous meeting of the Community Partnership
	The notes of the meeting held on 13 August 2020 were received and confirmed as a correct record.



	<p>Councillor Findlay advised that the Saxmundham signage project had received its funding and work was underway in consultation with Suffolk Highways. He was pleased to report good progress with the overall regeneration of the town centre.</p> <p>Zoe Botten said it had been helpful to look at prospective projects at the meeting and for additional information to then be provided before the next meeting of the Partnership. There was a query about how agreed projects would be advertised. Several suggested routes were identified including existing contact networks, town and parish newsletters, churches the good neighbour schemes etc. Projects costings would be circulated, considered by Cllr Cooper and Zoe Botten and the Partnership advised of the decisions.</p>
4	Update from the Community Partnership Board held on 7 September 2020
	<p>The written report, published with the agenda, was received, and noted.</p> <p>Luke Bennett, Community Partnerships Manager, summarised the report and the progress made since the Board’s last meeting.</p> <p>The Community Partnership was advised of an Annual Forum between 2 and 6 November 2020 which would incorporate a series of virtual events over the week; its theme would be “East Suffolk: Bringing ideas to life”.</p> <p>Cllr Rainger welcomed the review of the Strategy because of the impact of Covid-19. He said he would like the Partnership to align its thoughts and actions to feed into the Board’s dynamic response and direction of travel.</p> <p>Cllr Findlay agreed that the Board’s shift of direction was the right thing to do; however, he stressed that it was important not to lose sight of the original priorities in the longer term and hoped that these would be revisited when appropriate.</p>
5	Verbal update from the Task and Finish Groups
	<p>Emma Ratzer was not able to be at the meeting.</p> <p>Sharon Cuthbert summarised a project proposal which, unfortunately, had not been in time for inclusion with the agenda papers. The planned project sought to run a creative arts project across the area of Saxmundham, Aldeburgh and Leiston and surrounding villages with the aim of connecting people who are socially isolated and who may experience loneliness over the next six months due to the impact of Covid-19 restrictions on normal social activities.</p>



	<p>Zoe Botten said it had been helpful to look briefly at the prospective project at the meeting and additional information would then be provided for the next meeting of the Partnership. There was a query about how agreed projects would be subsequently advertised. Several suggested routes were identified including existing contact networks, town and parish newsletters, churches, the good neighbour schemes etc.</p> <p>Cllr Hill said she would appreciate having short papers to consider. She also stated that she had previously volunteered for a Task and Finish Group, but she had not, yet, been contacted. Councillor Hill reiterated that she would be happy to join the social isolation/Loneliness Task and Finish Group.</p> <p>Cllr Rainger asked what additional help the Partnership might be able to offer to partner organisations at this time. He said that the Partnership covered a wide area, and it was important that all could access services. Sharon Cuthbert said that, pre-Covid, activities in Aldeburgh had been successful; however, these were now on hold as many had been face-to-face. Saxmundham had also been progressing well including the creation of additional support via Saxcess House; again, this had been interrupted by Covid-19.</p> <p>ACTION: It was agreed that additional detail on the prospective projects, including costings, would be provided to the Community Partnership to consider at the next meeting.</p> <p>4.17pm Cllr Bond joined the meeting</p>
6	Date of the next meeting
	It was agreed that the next meeting of the Community Partnership would be on Monday 9 November 2020 at 3.30pm
7	Any other business
(i)	<p><u>Grants Scheme proposals</u></p> <p>Zoe Botten advised that c£5,000 was available to voluntary sector organisations and community groups located within Aldeburgh, Leiston and Saxmundham and the surrounding villages.</p> <p>Applications for the funding must demonstrate that it will contribute to at least one of the priorities detailed below:</p> <ol style="list-style-type: none">1. Reduce social isolation and loneliness, particularly carers, older people, and men over 40 years of age



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<p>(ii)</p>	<p>2. Education, opportunities, and aspirations 3. Encourage and enable everyone to be more physically active and healthy</p> <p>ACTION: The guidance and application form would be circulated after the meeting (these were sent by email on 5 October 2020).</p> <p><u>Dementia project</u> Joanne Thain put forward a project proposal to fund Sharon Cuthbert's post for six months. This was seconded by Cllr Hill.</p> <p>Cllr Findlay said he would have preferred to have sight of proposal or at least notice of one in advance in future. Zoe Botten said this was only a proposal and that details would be circulated before a decision on funding was made. It was confirmed that all members of the Partnership could submit proposals.</p>
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The meeting concluded at 4.31pm

Notes from the Community Partnership task and finish group on social isolation and loneliness

The task

At the meeting of the Aldeburgh, Leiston, Saxmundham and Villages Community Partnership meeting on 13.08.2020 the task and finish group was asked:

- To look at issues or gaps in groups, services or support systems in relation to tackling the priority of social isolation and loneliness - particularly in relation to family carers, older people and men over 40.
- To produce a plan about what can be done and how it will benefit the community (including costings).
- To submit a plan to the Community Partnership core members for a discussion and a decision about funding.

Community groups currently supporting people who are isolated in Saxmundham, Leiston and Aldeburgh and the Villages were emailed and asked:

- What are you currently able to offer/do in relation to reducing social isolation and loneliness – e.g. activities, befriending, phone support, volunteering – and what gaps are there.
- Whether you have any ideas that you would like to bring to life.
- Whether you want to be involved in this task and finish group.

Responses

Replies were received by email or phone from:

1. IP17 Good Neighbour Scheme/Saxmundham Town Council
2. Sax'cess House
3. United Reform Church, Saxmundham
4. St. John's Church, Saxmundham
5. The Wardens Trust, Sizewell
6. Rose and Sweet William Club, Leiston
7. The Worry Tree, Leiston
8. Leiston Good Neighbour Scheme
9. Leiston Dementia Project
10. Leiston and Saxmundham Men's Shed
11. Parish Nurse, Aldeburgh
12. AGNES (Aldeburgh Good Neighbour Scheme)

There was general agreement that the Covid situation is increasing feelings of social isolation and loneliness whilst reducing opportunities for social contact due to the government guidance and restrictions. This means that it is a major challenge to generate any ideas.

Most social/support/activity groups which are aimed at older people or family carers are closed and are unlikely to open before January 2021. This is because it is recognised that members may be particularly vulnerable and/or physical distancing and other safety measures would be very difficult

to implement. Some groups such as the Men's Shed and The Worry Tree are planning to open with restricted numbers/new safety procedures.

In the meantime support is being provided in the form of phone call systems, doorstep/outdoor one-to-ones, church services, delivering newsletters and practical help. Examples of activities that have been found to be helpful were suggested and these included crafts such as individuals working from home on a group wall hanging. The 'Grandpads' pilot from East Suffolk Council was also mentioned which is aimed at enabling people to get online.

Some groups have plans to start new activities such as outdoor fitness and sports in Saxmundham and surrounding areas. The walking football group was just getting going before lockdown and has lots of potential.

Ideas

Three main ideas have emerged from the responses.

1. An (initially) home based creative arts project with a view to an exhibition/festival/display next year or when conditions allow and potentially leading to establishing a number of groups across the area. There are many of these initiatives around the country which seem to be working well via a combination of delivering kits or workbooks to people at home with telephone or online support. The theme of 'the year life stood still' was suggested as something that everyone could relate to. It was also suggested that activities could be adapted for abilities and interests and need not be limited to traditional crafts.
2. Establish friendship benches in key locations across the area. For an example see www.thefriendlybench.co.uk . These benches are not only a resting point for people on their walks but they also send out a positive message and can be used as a location for activities when the weather allows.
3. Increase opportunities for men to connect, converse and create by establishing a new Men's Shed in Aldeburgh and supporting the development of the Leiston and Saxmundham Sheds.

Other issues were also raised such as how to coordinate the information about what is available and whether it would be helpful to have a list of facilities that could be used by groups.

Decision

Those that responded to a request for feedback on the three ideas identified the arts project as the most feasible and with the potential to reach the most people.

Di Eastman, Sue Liddell and Sharon Cuthbert agreed to prepare a proposal for the Community Partnership on behalf of the community groups who will support with implementation if a grant application is successful.

Sharon Cuthbert

25.09.20

Community Partnership Grant Application (2020-2021)

Section 1 – Organisation Details

Contact Details	
Name of Group:	Community Art Project (name to be agreed)
Address (incl. Post Code)	C/O Leiston-cum-Sizewell Town Council Offices Main Street Leiston IP16 4ER
Project Lead (Name & Position):	Sharon Cuthbert, Dementia Project Manager on behalf of the task and finish group. The project will be run by a steering group with representatives from IP17 Good Neighbour Scheme, Saxmundham Town Council, Churches Together, Leiston Good Neighbour Scheme and Leiston Dementia Project. Implementation will include other community groups who supported the initial idea via the task and finish group including Rose and Sweet William Club, Aldeburgh Parish Nursing and AGNES.
Contact Email Address:	leistondementiaproject@gmail.com
Contact Telephone Number:	07739 989473

Group Status	
<input checked="" type="checkbox"/> Community or voluntary group	<input type="checkbox"/> CIC / Social Enterprise
<input type="checkbox"/> Registered Charity	<input type="checkbox"/> School
<input type="checkbox"/> Community Interest Organisation (CIO)	<input type="checkbox"/> Village Hall/Recreation Ground C'tee
<input type="checkbox"/> Local Branch of a National Organisation	<input checked="" type="checkbox"/> Town or Parish Council
<input type="checkbox"/> Charitable Company Limited by Guarantee	<input checked="" type="checkbox"/> Other
If registered charity, please state number:	

If registered as a company e.g. Community Interest Company or Limited By Guarantee, please state number:

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Supporting Documents

Does your organisation have the relevant policies and procedures in place? Please tick those which are applicable to your organisation/this project:

Note: As this is a partnership between community groups each group will be working within their own P&P. An agreement will be in place to clarify roles and responsibilities. Funds will be held by one of the Town Councils (to be confirmed) and monitored by a steering group.

Constitution / set of rules	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Child Protection Policy	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Not applicable <input type="checkbox"/>
Vulnerable Adults Policy	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Not applicable <input type="checkbox"/>
Health & Safety Policy	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Not applicable <input type="checkbox"/>
Equal Opportunities Policy	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	

Section 2 – Project details

Project description

Please provide a brief description of your planned project or activity (up to 200 words).

We need to know the following:

- *What you intend to do*
- *How you intend to do it*
- *How your project demonstrates value for money*

The plan is to run a creative art project covering Saxmundham, Aldeburgh, Leiston and villages with the aim of connecting people who are socially isolated and who may experience loneliness over the next 6 months due to the impact of Covid-19 restrictions on normal social activities.

This will be done by:

1. Producing an activity pack of ideas adapted for abilities and interests.
2. Delivering packs in two phases to 180 households identified via community networks.
3. Connecting households doing the activities via telephone and/or online support.
4. Collating work into an exhibition to travel around the area when conditions allow next year.
5. Identifying where social networks have been formed which have the potential to establish ongoing face-to-face groups when conditions allow.

The project will involve working with experienced community artists. We have a proposal from The Art Station, a non-profit arts company based in Saxmundham (www.theartstation.uk) which includes 14 days of artists' time and the production of 180 packs.

The target groups are those identified as priorities via the Community Partnership: older people, family carers and men over 40 but the project will be inclusive and therefore welcome other people experiencing isolation.

The project demonstrates value for money because of the potential reach to 180 households and the aim of creating additional support networks for the future. It also uses existing community networks and volunteer time and builds relationships between groups based on principles of cooperation and co-production. This establishes a foundation for future work together.

How does your project or activity address the following priorities (up to 200 words):

P1. Isolation

P2. Mental Health

P3. Obesity

P4. Low income

P5. Education attainment

The project directly addresses feelings of isolation by enabling individuals to feel part of a group working towards a common goal. The project recognises that 'we are all in it together' and focuses on what people can contribute rather than their problems. This reduces the stigma of loneliness which has been shown to be an important factor in the success of projects to alleviate loneliness (www.whatworkswellbeing.org).

The project addresses mental health via actions which are recognised to promote wellbeing including connecting with people around you, keeping learning and volunteering your time (5 Ways to Wellbeing at www.mind.org.uk).

The project addresses the situations of those on low income by providing the activity packs free of charge to enable people to take part. Important risk factors for adult loneliness are living alone and having a low income (www.whatworkswellbeing.org).

How was the need for the activity/project identified (up to 200 words):

- Please specify if your project idea is a result of a Parish/Neighbourhood Plan, a Market Town health check, a questionnaire or another means of consultation/engagement.
- You can also show need through anecdotal evidence such as ticket sales/reviews or events.

Please see attached 'Notes from the Community Partnership task and finish group on social isolation and loneliness'.

When will your project start and finish?

Start Date (MM/YY)	November 2020
Finish Date (MM/YY)	March 2021 (but the possible exhibitions and follow-up will take place post March)

Section 3 – Budgets

Project Funding

Total Cost of the Project:	£12,000 Note: The proposal we have from the Art Station is to deliver the creative aspect of the project at a total cost of £9350 to include 14 days of artist time, 180 packs of materials and evaluation. The balance of £2650 is for other costs such as promotion or exhibition costs. Match funding is the volunteer time which is likely to be equivalent to or greater than the artists time.
How much grant is required?	£12,000
How much match funding is in place? (if applicable)	£

Section 4 – Outcomes/Monitoring

What are the anticipated outcomes:

Outcomes are the specific changes that you want to result from the project

1. An increase in social connections with the potential to reduce loneliness.
2. Establishing new face-to-face groups for the future.
3. An exhibition which promotes a sense of being part of a community and which can publicise what opportunities for connection are available locally.

How will you monitor and evaluate progress towards these outcomes?

i.e What information do you need to record as the project develops to track progress

- a. Pre and post opportunities for social connections – e.g. what groups/networks exist now and how does that change.
- b. Numbers of packs delivered and numbers participating.
- c. Feedback on the activities.
- d. What has changed for individuals taking part.
- e. Any obstacles or barriers to participation.
- f. Any changes in cooperation and co-production relationships between community groups.

How will you promote and publicise the project?

N.B. We expect you to acknowledge East Suffolk Council funding support in any relevant publicity.

- Through existing community groups and organisations that are in touch with people who are isolated.
- The community news magazines for each area.
- Town Council newsletters.
- Parish and Church newsletters
- The Facebook pages for each area

We are considering set up a separate Facebook page for the project which will allow people to share what they are doing if they are online.

Declaration

I am authorised and eligible to sign and approve this application on behalf of the organisation and declare the information included in this application is true and accurate.

By signing below, the information you have supplied is being collected to allow us to process your application. By completing this form, you consent to East Suffolk using your information in this way.

I understand that in the assessment of this application the Council may share information contained within it, with other core funders for funding programmes we have applied too, relevant Council directorates and committees.

If you do not provide your consent, we will not be able to process this application. Your information will not be used for any other purpose unless we obtain your consent.

Your information will be retained for 4 years. You can request that your information is deleted at any time.

Data will be processed and held securely and in accordance with the General Data Protection Regulation (and any updates).

Further information about data protection can be found on the East Suffolk Website <http://www.eastsuffolk.gov.uk/assets/Your-Council/Access-to-Information/Privacy-Notices/Communities-Privacy-Notice.pdf>

To comply with General Data Protection Regulation 2018 and Data Protection Act 2018, I confirm that I have given my consent for my personal data to be used in accordance with the privacy notice above (please tick the box)

Signature: Sharon Cuthbert

Date: 23.10.20

Enter your name only if you agree to be bound by the terms set out in this form. We will treat this as your signature of the form.

Please submit this Grant application to grants@eastsuffolk.gov.uk