



## **Framlingham, Wickham Market and villages Community Partnership**

### **Action Notes of the Meeting held remotely via Zoom on Thursday, 13 January 2022 at 6.00pm**

#### **Core Membership:**

**ESC Councillors** – Councillor Carol Poulter (Chairman), Councillor Stephen Burroughes, Councillor Maurice Cook

#### **SCC Councillors** –

**Town and Parish Councils** – Cllr David Chenery (Wickham Market Parish Council), Cllr John Cross (Great Glemham Parish Council), Claus Fortmann (Campsea Ashe Parish Council), Cllr Marion Hine (Framlingham Town Council), Cllr Kathryn Jones (Ufford Parish Council), Cllr Matt Lunn (Dennington Parish Council), Cllr Adrian Revill (Hacheston Parish Council)

**Partnership Organisations** – Christine Abraham (Community Acton Suffolk), Jane Healey (Green Print Forum), Dick Jenkinson (Wickham Market Good Neighbour Scheme)

**Others present** – Sarah Carter (Democratic Services Officer), Julia Catterwell (Communities Officer), Joss Mullett (Communities Officer), Nicole Rickard (Head of Communities) Sarah Mortimer (CAS)

Item	Discussion
1.	<p><b>Welcome and Apologies</b></p> <p>The Chairman of the CP, Councillor Carol Poulter, welcomed everyone to the meeting 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 Lydia Kirk (Saxtead Parish Council) and Jayne Vaughan (CAS).</p>
2.	<p><b>Notes</b></p> <p>The Notes of the meeting held on 28 October 2021 were agreed as a correct record.</p>

<p><b>3.</b></p>	<p><b>Rural Proofing Workshop</b></p> <p>The Communities Officer expressed thanks to Sarah Mortimer for joining the CP meeting.</p> <p>The Communities Officer gave a presentation summarising what was being proposed. It was considered beneficial to facilitate a rural proofing exercise by way of 2-3 workshops with representatives from each parish. The aim of the workshops would be to collate assets from all corners of the CP, share best practise and resources. He explained the reasoning for the exercise and gave an example of what was being undertaken by Felixstowe CP.</p> <p>A second workshop would then be held to discuss the collated information and identify the need for provision. It would also give the opportunity to identify themes which might impact on the CP's priorities and provide support where needed for a new network across parishes and rural communities and identify potential outcomes. These workshops could be arranged and supported between the CP meetings.</p> <p>The Chairman invited comments.</p> <p>The CP members were of the opinion that it was a good idea and would help other parishes become involved with the CP. Creating a directory of events and identifying facilities that existed could be shared more widely and the initiative should be encouraged. Whilst welcoming the workshops, comment was made that it was sometimes difficult for smaller parishes to find sufficient people to attend extra meetings. The Communities Officer confirmed that parishes would be encouraged to attend but he could email information to those parishes unable to join one of the workshops.</p> <p>It was proposed that CAS might be able to provide starting point with a list of assets/community buildings in the area. Communication was important and many networks should be used including contact with adjoining parishes.</p> <p>Sarah Mortimer advised that the workshop style event would be good for the CP and should involve all parishes in both the rural and non-rural area.</p> <p>The Head of Communities pointed out the opportunity to list assets as an Asset of Community Value and get them listed before they became under threat by other developments. It was a good process that was time limited by the Government, so it was important for communities to get in early. Her Team would be looking at ACVs in the coming year.</p>
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	<p>The Chairman thanked Joss and Sarah Mortimer for sharing information with the CP and she was looking forward to the workshop.</p> <p><b>Action: Joss Mullett</b></p>
4.	<p><b>(a) Feedback from the Community Partnership Board meeting on 6 December 2021</b></p> <p>The CP received a report which provided details of the progress and outcomes of the CP Board meeting held on 6 December 2021.</p> <p>The Chairman advised that the report could be taken as read, unless there were any specific questions.</p> <p>Cllr Hine sought clarification as to when the information in the data pack would be available and she made particular reference to the extremes of deprivation. The Head of Communities advised that the census data was still awaited and in Framlingham, for example, there was an affluent area close to people who were struggling. She would be working with Joss to produce data from the Suffolk Observatory. The rise in the cost of living, particularly food and fuel, was affecting people and there had been an increase in the referrals through Home but Not Alone. They were looking at what support could be provided and information on support packages was to be sent out.</p> <p><b>Action: Nicole Rickard</b></p> <p><b>(b) Peer Review / Action Plan</b></p> <p>The Head of Communities advised that the LGA had offered Councils peer reviews and this Council had recently gone through that process for the CPs looking at People, Processes, Outcomes and included Leadership, Engagement and Communication. This CP had already done some really good things. Feedback had identified areas of improvement to ensure the Council retained its connections to the communities. Out of 30 recommendations that had been made, they included</p> <ol style="list-style-type: none"> <li>1. Shared priorities</li> <li>2. Councillors feeding back into the local community</li> <li>3. Communications</li> <li>4. Sharing learning – what had worked/not worked</li> <li>5. Get back to the problem solving</li> <li>6. Grants processes and funding</li> </ol>



	<p>The Head of Communities advised that two years after the launch of the CPs, it had been very difficult to cope with the Covid restrictions but it was hoped to be able to meet in person in the not too distant future. In response to questions, she confirmed consideration was being given to the CPs undertaking a light touch peer review each other.</p>
5.	<p><b>Small Grants Scheme / Allocation of Funding</b></p> <p>The Chairman advised that it was good to have been able to allocate money for young people in Yoxford and thanks was expressed to those who had submitted proposals to the Grants Panel based on the CP's two priorities.</p> <p>The Communities Officer advised that out of the 10 applications received, eight had been approved by the Panel, with the two unsuccessful applications being offered support. A total of £8,574 had been allocated. Details of the projects supported for 2020/21 and 2021/22 were provided together with a geographical summary of grant applications. Each scheme that had received funding would be analysed and feedback obtained on outcomes. As an example, the Hour Community vehicle had travelled over 6,000 miles in 215 journeys.</p> <p>Cllr Hine referred to a possible project for Framlingham Library to improve facilities, offer tourist information with volunteers providing historical interest to people walking round the town, and improvements to the fabric of the building. It was hoped to obtain match funding for the £4,000 initial cost. The Chairman agreed that was an interesting idea and suggested Cllr Hine put the scheme forward and complete an outcome proposal form applying for funding.</p> <p>It was confirmed that the slides would be uploaded onto the website with the Agenda papers.</p> <p><b>Action: Sarah Carter</b></p> <p>In response to a question, the Communities Officer advised that the notifications to those successful organisations should have been sent. He would follow up with the Funding Team</p> <p><b>Action: Joss Mullett</b></p> <p>The Chairman proposed another round of grants be set up to allocate an amount out of the remaining budget subject to the Funding Team having capacity to deal with it. The Communities Officer was requested to follow this up.</p> <p><b>Action: Joss Mullett</b></p>



<p><b>6.</b></p>	<p><b>Digital Connectivity and Mobiles in Rural Areas</b></p> <p>Councillor Burroughes explained that the original survey of 170 parishes had received only 31 responses and, with assistance from SALC, that had increased to 64 individual responses from 50 parishes. He had only received the results that day and shared a presentation with the CP, giving details of the range of questions and feedback that had been received. It was confirmed that a copy of the results of the survey would be circulated to the CP in the notes of the meeting:</p> <p><a href="#"><u>Digital Survey - Town and Parish Councils</u></a></p> <p><b>Action: Sarah Carter</b></p> <p>Councillor Burroughes advised how the results would fit in with the rural proofing and how, moving forward, parishes could embrace change and improve their connectivity and facilities. It was a little disappointing that two thirds of parishes had not responded; however, funding and costs for parishes that needed support would be investigated and he would follow up with the Head of IT to discuss funding possibilities.</p> <p>The CP discussed in detail the changes that had taken place over the years, particularly with technology and the use of that technology which had allowed meetings to be held during the Covid restrictions. The CP agreed that it was not always easy to hear meetings held remotely and that might be due to unsophisticated equipment or poor broadband. Holding meetings remotely helped with reducing carbon footprint and expense claims but, conversely, meetings in person helped overcome social isolation.</p> <p>Cllr Burroughes hoped to be in a position to report the next steps at the next CP meeting.</p> <p><b>Action: Stephen Burroughes</b></p>
<p><b>7.</b></p>	<p><b>East Suffolk Walk</b></p> <p>The Communities Officer referred to the 360° East Walks Project and gave a demonstration of a virtual mile that had been set up by another CP. Each video would be recorded and edited by a media company providing a virtual mile for those who were unable to get out. There had already been over 4,500 views across the existing library of recorded walks and it was hoped to provide an access map to point out sites of interest. One of the schools in Waveney had been using the walks for an educational project.</p>



	<p>With just over £5,000 available, the Communities Officer was proposing four walks and a further four chat benches costing in the region of that amount.</p> <p>The CP supported the proposal and welcomed virtual walks for those people who could no longer leave home. The Communities Officer advised that it might be possible to include subtitles. Cllr Hine advised that the People and Places Towns Initiative was hoping to do a town trail for Framlingham and this should be followed up.</p> <p><b>Action: Joss Mullett and Marion Hine</b></p> <p>Cllr Jones advised that there was already a heritage trail in Ufford and that would be nearly ready to go with little work needed.</p> <p>The CP agreed this proposal should be supported and the Communities Officer agreed to undertake a survey post-meeting to ensure input from all.</p> <p><b>Action: Joss Mullett</b>  <b>Action: Sarah Carter</b> – to upload example Walk on the website with the Agenda papers.</p>
8.	<p><b>Any Other Business</b></p> <p>a) <u>Core Membership of the CP</u></p> <p>The Chairman reported that this would be reviewed at the CP's next meeting in March ready for the start of the new municipal year.</p> <p>b) <u>Age Friendly Community Survey</u></p> <p>Cllr Hine enquired if the results of the survey referred to in the Notes of the previous meeting were available. The Head of Communities confirmed she would investigate.</p> <p><b>Action: Nicole Rickard</b></p> <p>c) <u>Funding for CAS Youth Project</u></p> <p>Cllr K Jones asked if there was any update following ESC Cabinet approving the funding. The Head of Communities hoped to provide an update to the next meeting of the CP.</p> <p><b>Action: Nicole Rickard and Joss Mullett</b></p>



<b>9.</b>	<b>Date of next meeting</b>  It was noted that the next meeting would be held on Thursday, 24 March 2022 at 6.00pm, either via Zoom or in person depending on the situation with Covid.  In closing the meeting, the Chairman thanked everyone for attending and participating in the meeting.
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The meeting concluded at 7.45pm.