



**East Suffolk
Community
Partnerships**
Bringing ideas to life

**Melton
Woodbridge
& Deben
Peninsula**

Notes of the remote Meeting held on Wednesday 7 July 2021

Core Membership present: Cllr James Mallinder (Acting Chairman)

H Heelis (Clerk Rendlesham Parish Council), Councillor John Pilgrim (Chairman Boyton Parish Council), Caroline Rutherford (Just 42), Councillor Mike Sutton (Woodbridge Town Council)

Others present – K Abbott (Clerk), J Catterwell (Communities Officer), N Jenner (Communities Support Officer), S Mortimer (Community Action Suffolk), N Rickard (Head of Communities)

Item	Discussion
1.	Welcome and Apologies for Absence Apologies were received from Councillor Kay Yule, Councillor Hazel Hughes (Hollesley Parish Council), Councillor Caroline Page (SCC), Joanne Lily Peters (Clerk, Blaxhall, Boyton and Sudbourne Parish Councils), Councillor Alan Porter (Melton Parish Council), Councillor Andrew Reid (SCC)
2.	Action Notes of Last Meeting The Partnership received the draft action notes of the Meeting held on 21 April 2021. With reference to item 5, Grants for 2021/22, the first bullet point, Councillor Pilgrim raised a query on the accuracy of the end of the last sentence “but with some flexibility to consider other projects on their individual merits”. The Acting Chairman asked the Clerk to check this against the recording and to place these action notes on the agenda for the next meeting.
3.	Rural Proofing Toolkit – Presentation Sarah Mortimer provided a presentation on the benefits of rural proofing to achieve effective and successful outcomes for communities, businesses and individuals from policy and in the design and delivery of (publicly funded) services, regardless of size or location. The presentation was in addition to the published report.



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	<p>The Acting Chairman thanked Sarah Mortimer for her interesting presentation. He said many parish councils did outreach questionnaires to ask their communities what they would like, and the toolkit approach could help to formalise that work by providing an evidence-base for projects which the Partnership could consider and decide to proceed with, or not. He asked how other Partnerships were approaching this initiative. Sarah Mortimer said there were a range of approaches, some had established Task and Finish Groups, some had established a workshop to discuss and shape their approach.</p> <p>The Communities Officer asked if the rural proofing toolkit had been evaluated in areas like the Partnership's area. Sarah Mortimer said it had been difficult to find relevant examples, but she was continuing to look for rural proofing in practice in a similar location. The Communities Officer said it would be helpful in engaging people if tangible examples could be shown.</p> <p>The Acting Chairman said the Partnership could usefully start introducing rural proofing to its work. He noted that attendance at the meeting was low and so he asked that rural proofing be a standing item on all agenda to help guide the Partnership and act as an umbrella for its processes.</p> <p>ACTION: Clerk</p>
4.	<p>Written update from the meeting of the Community Partnership Board held on 7 June 2021</p> <p>Nicole Rickard summarised the outcomes from the report published with the agenda.</p> <p>Nicole Rickard referred to the Board's priorities – mental health to have increased focus, specifically hoarding as cases were increasing. There was also a proposal to have sixth form students as mental health ambassadors. The Board had agreed that the transport priority was perceived to have stalled having been impacted upon by the pandemic, however, there was a lot of activity happening behind the scenes and activity was increasing. At the next meeting of the Board, its Task and Finish Group on the impact of Covid would report.</p> <p>Councillor Sutton asked for a little more information on the mental health ambassadors in schools and what consultation had been undertaken with young</p>



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	<p>people. Nicole Rickard replied that this was one of several pilot projects. She added that Student Life was a student-based organisation and its Board included young people who had provided the presentation proposing the pilot. In response to a question, Nicole advised that the pilot had been provisionally approved by the Board which had asked for a more detailed proposal.</p> <p>The written update was noted.</p>
5.	<p>Task and Finish Groups</p> <p>The Communities Officer referred to the published notes from the meeting of the Developing Opportunities of the Young People Task and Finish Group held in May.</p> <p>There were no questions.</p> <p>ACTION: That the Task and Finish Groups meet by-annually to coincide with each round of funding release (Julia Catterwell)</p>
6.	<p>Small Grants Scheme Summary</p> <p>The Communities Officer referred to the detailed summary published with the agenda. Each decision was briefly described to the meeting.</p> <p>The Communities Officer confirmed that if an application was declined the applicant was given information of other funding opportunities it might wish to consider. In response to another question, it was confirmed that no application had been declined because of issues around governance and that, overall, refusals were because of insufficient details of because of multiple elements.</p> <p>Councillor Sutton asked if the guidance allowed an applicant to bid again if they were approved. The Communities Officer said that if the further application was a for a different project in the same area it would be considered but repeat applications were not permitted.</p> <p>ACTION: It was agreed that recipients of funding would be invited to come and tell the Partnership how the funding received had impacted their project etc. (Julia Catterwell)</p>



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7.	<p>Any Other Business</p> <p>Nicole Rickard advised of some additional funding opportunities and training events.</p> <p>ACTION: It was agreed that details would be sent by email to all the Partnership's members. This was sent 8 July 2021 (Clerk)</p>
10.	<p>Date of the next meeting</p> <p>ACTION: Wednesday 8 September 2021 at 4pm (remote meeting) – start time to alternate (Clerk)</p>

The Meeting concluded at 7.00pm