

Stoke Park and Chantry Neighbourhood Board Agenda and Supporting Documents

Date:	Thursday 22 October
Time:	16:30 – 18:00
Venue:	Paul's Social Club
Members:	Abi Abidoye Cllr Chu Man (representing the Ward Councillors) John North Jon Reynolds Kerry Hawes Lee Walker (Chair) Peter Mower Teresa Davidson
Apologies:	Aaron Morley Chrissie Geeson, Assistant Director – Programme Delivery Emily Swinerd Jack Abbott MP
Other Attendees:	Laura Meadows, Pride in Place Programme Manager Sgt Clare Connick, Ipswich West and Hadleigh Community Police Sergeant
Attendees to note that this meeting will be recorded for the purpose of note taking	

STANDING ITEMS					
1.	Welcome and Apologies for absence (16:30 – 16:32)	LW			
2.	Declarations of interest (16:32 – 16:34)	All	<u>To declare</u> any interests relating to agenda items		
3.	Minutes of the Previous Meeting and Update on Action Points (16:34 – 16:40)	LW	<u>To approve</u> the previous minutes <u>To discuss</u> updates on action points from the last meeting: <table><tr><th>Action Point</th><th>Status</th></tr></table>	Action Point	Status
Action Point	Status				

			LM to prepare a summary of the key discussion points and emerging priorities identified through the local insight gathered to date.	Complete
			LW to invite community policing representatives to a future meeting to provide further context on crime, safety, and perceptions of crime within the area.	Complete
			LW to prepare a specification for community engagement support and circulate the information to Board members for consideration.	Complete
			LW to circulate further information to Board members regarding the Creative People and Places branding approach.	Superseded (the Board is progressing with its own branding)
			LW and CM to develop a brief for the Stoke Park & Chantry Pride in Place area, reflecting Board feedback and setting out key principles, themes and requirements for future branding, social media and communications.	In Progress
			Board Members to inform LW/CM if they would like to join a working group to discuss and progress the next steps for marketing and communications.	Complete
			CM to develop some initial branding concepts for consideration, based on the theme of "Stoke Park & Chantry, powered by Pride in Place".	Complete
4.	Updates from Working Groups (16:40 – 16:50)	All	<u>To discuss</u> how the working groups will operate and receive updates from any operational working groups, including: <ul style="list-style-type: none">Marketing and Communications working group. Appendix A: Template Terms of Reference for Working Groups , to be tailored and adopted as appropriate by working groups. <u>To consider</u> whether any additional working groups are required at this stage of the programme.	
DISCUSSION ITEMS				
5.	Policing in Stoke Park & Chantry (16:50 – 17:20)	CC	An overview of community policing, local crime trends and community safety, presented by Sgt Claire Connick, followed by an opportunity for questions and answers.	
6.	Branding, Social Media and Communications: Next Steps (17:20 – 17:35)	LW/CM	<u>To discuss and agree</u> the next steps for: <ul style="list-style-type: none">Stoke Park & Chantry Neighbourhood Board branding, see Appendix B: Proposed Stoke Park & Chantry Brand Guide.A brief and budget for website and social media development, including one year of ongoing support:	

			<ul style="list-style-type: none"> Domain names
7.	Workshop analysis and community engagement next steps (17:35 – 17:50)	LW	<p><u>To review</u> the findings from the workshop held last month, as summarised in Appendix C: Workshop Analysis from 15 September 2026.</p> <p><u>To discuss</u> the emerging priorities and next steps for community engagement.</p>
8.	Pride in Place Plan (17:50 – 17:55)	LM	<p>An opportunity for LM to provide an overview of what the Pride in Place Plan will include and <u>to discuss</u> the next steps for its development, see Pride in Place Programme: Plans for Phase 2 places - GOV.UK.</p>
ROUND UP (17:55 – 18:00)			
9.	Any Other Business (AOB) and Action Points	All	
FUTURE MEETINGS			
<ul style="list-style-type: none"> Tuesday 10 November 2026, 5.30 – 7.00pm Thursday 10 December 2026, 4.30 – 6.00pm Tuesday 12 January 2027, 5.30 – 7.00pm Thursday 11 February 2027, 4.30 – 6.00pm <p>Meetings will alternate between Tuesday and Thursday evenings and be held at Paul's Social Club.</p>			

Appendix A: Template Terms of Reference for Working Groups

Terms of Reference for Stoke Park & Chantry Pride in Place [Insert Name] Working Group

1. Purpose

- 1.1. The purpose of the [Insert Name] Working Group is to support the Stoke Park & Chantry Pride in Place Neighbourhood Board in delivering its vision, priorities, investment plan and programme objectives.
- 1.2. Working Groups are established by the Neighbourhood Board to focus on specific themes, projects or areas of activity requiring more detailed discussion and development than can be accommodated through Board meetings.
- 1.3. Working Groups operate under the authority of the Neighbourhood Board and are accountable to the Board at all times. They do not replace the role of the Neighbourhood Board and do not have independent decision-making powers unless expressly delegated by the Board.

2. Objectives

- 2.1. The [Insert Name] Working Group will:

- [Insert agreed objectives] X
- Y
- Z

3. Scope

- 3.1. The specific remit of the [Insert Name] Working Group shall be:

- [Insert agreed remit] X
- Y
- Z

- 3.2. Any changes to the remit must be approved by the Neighbourhood Board.

4. Membership

- 4.1. Membership may include:

- Neighbourhood Board Members.
- Youth Collaborators.
- Representatives from VCFSE or partner organisations.
- Residents with relevant interests or expertise.
- Subject matter experts invited to support the Working Group.

- 4.2. Members may be recruited through open expressions of interest, nominations or direct invitations. The Neighbourhood Board will seek to ensure

membership reflects a broad range of experiences, backgrounds and perspectives from across the local community.

4.3. The Neighbourhood Board may appoint, remove or replace Working Group members as necessary.

5. Chairing Arrangements

5.1. Each Working Group will appoint a Chair from amongst its members or as nominated by the Neighbourhood Board.

5.2. The Chair will:

- Convene and lead meetings.
- Agree meeting agendas.
- Encourage constructive and inclusive discussion.
- Ensure actions are recorded and progressed.
- Act as the link between the Working Group and the Neighbourhood Board.
- Present recommendations and updates to the Board on a monthly basis, or more frequently as required.

5.3. In the Chair's absence, members may nominate a deputy for that meeting.

6. Meetings

6.1. Meetings will be arranged as required to progress the Working Group's objectives.

6.2. Meetings may be held in person, online or in a hybrid format, as agreed by the Working Group. For in-person meetings, venues and meeting times should be chosen with accessibility and inclusivity in mind.

6.3. Agendas and supporting papers should be circulated in advance wherever possible.

6.4. A record of key discussions, actions and recommendations should be maintained.

6.5. The Working Group may invite guests or specialists to attend meetings where beneficial.

7. Decision-Making and Delegated Authority

7.1. The Working Group will aim to operate by consensus, and to keep the Neighbourhood Board up to date with discussions and progress made.

7.2. The Working Group may:

- Explore ideas and opportunities.
- Develop proposals and recommendations.
- Undertake research and engagement activity.
- Monitor progress against agreed actions.

7.3. The Working Group may not:

- Approve expenditure or commit Pride in Place funding.
- Enter into contracts or agreements.

- Make decisions on behalf of the Neighbourhood Board.

7.4. All recommendations must be submitted to the Neighbourhood Board for consideration and approval. This ensures compliance with the governance arrangements set out in the Neighbourhood Board Terms of Reference and the role of Ipswich Borough Council as the Accountable Body.

8. Reporting and Accountability

8.1. The Working Group is accountable to the Neighbourhood Board. The Working Group will:

- Provide monthly updates to the Board or more frequently if requested.
- Escalate risks, issues and barriers to delivery.
- Report on progress against agreed actions.
- Submit recommendations to the Board for approval where appropriate.

8.2. The Neighbourhood Board may review, amend or reject any recommendation made by a Working Group.

9. Standards of Conduct

9.1. Working Group members shall uphold the same standards expected of Neighbourhood Board Members and must comply with the Neighbourhood Board Member Code of Conduct and any policies adopted by the Board.

9.2. Any issues relating to conduct will be managed by the accountable body, which will undertake an independent assessment of any steps required.

10. Review

10.1. These Terms of Reference will be reviewed annually, or sooner if required by changes in programme guidance, governance arrangements or Board requirements.

10.2. Any amendments must be approved by the Neighbourhood Board and the accountable body.

11. Effective Date

11.1. This Terms of Reference is effective as of **[Insert Date]**.

Appendix B: Proposed Stoke Park & Chantry Brand Guide

Excluded from Publication

Appendix C: Workshop Analysis from 15 September 2026

Context

As part of the Neighbourhood Board meeting, Board members were split into three groups, with each group reviewing a different source of data or community insight. This included demographic and socio-economic data from the Suffolk Observatory relating to the Stoke Park & Chantry area, resident survey feedback, and insight gathered from Voluntary, Community, Faith and Social Enterprise (VCFSE) organisations.

Each group was given 30 minutes to explore and discuss their allocated evidence source, considering the following questions:

- What does the evidence tell us?
- What is missing, unclear, or uncertain?
- What might this suggest about the Board's emerging priorities?

Following the group discussions, members reconvened for a sharing session to discuss reflections and consider the next steps. This focused on identifying what additional evidence, insight, and community engagement activity may be required to help inform and agree the emerging priorities for the area.

Review of Stoke Park & Chantry data from Suffolk Observatory

Discussions on the Suffolk Observatory data focused on both the area's strengths and the challenges revealed through the evidence. Board Members recognised a number of positive aspects of Stoke Park and Chantry, including transport links, green spaces and indicators suggesting strong community spirit. However, concerns were raised regarding health inequalities, educational attainment, training opportunities and the availability of opportunities for young people. There was also discussion about gaps in support for older people, carers and families, with Board Members feeling these groups may require extra support.

A significant proportion of the discussion centred on understanding the context behind the data. Board Members felt that some indicators, particularly those relating to income, education and crime, would benefit from further explanation from residents themselves. Violent crime data generated considerable debate, with attendees questioning whether incidents were linked to specific locations, domestic

circumstances or wider community issues. The group agreed that crime statistics alone do not tell the full story and that additional engagement is needed to understand how residents perceive safety and what factors may be contributing to the figures.

In exploring potential priorities, Board Members discussed the development of a community hub as a possible solution to several identified issues, including support for young people, families, carers and older residents. There was also strong support for sports and recreational opportunities for young people, alongside a focus on education, skills and training. Suggestions included exploring partnerships with colleges and training providers to improve access to opportunities. Safety remained an important discussion point, with Board Members noting that more detailed evidence would be required before identifying specific actions.

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Stoke Park & Chantry – Reviewing Local Insight Workshop 15/09/2026

Reviewing: Suffolk Observatory Data
Supporting documents: Stoke Park & Chantry Data Profile (infographic within agenda packs); Suffolk Observatory data and crime profile

What does the evidence tell us?

What does the data tell us about the strengths of the area?

- Transport
- Health
- Green spaces
- Cohesive community

Where do the greatest inequalities or gaps appear to exist?

- Income (frag+eduk)
- Opportunities for YP
- Community gap for OP, Carers.

Which indicators should concern us most and why?

- Violent crime (more info needed)
- Training/education
- Fear factor

Which findings would you want residents to help explain or provide context for?

- Safety + community concern

What's missing or uncertain?

Are there any gaps in the evidence? Whose voices might be missing? Are there any findings that need further investigation? What additional information would help us better understand this issue?

Ex Violent crime data.

- space based?
- Distm violence?
- Gang?

Stoke Park & Chantry – Reviewing Local Insight Workshop 15/09/2026

Reviewing: Suffolk Observatory Data

Supporting documents: Stoke Park & Chantry Data Profile (infographic within agenda packs); Suffolk Observatory data and crime profile

What might this suggest for the Board's emerging priorities?

What issues appear most important for local people and communities? Which findings feel most relevant to the Pride in Place programme? Where could the Board add value or make a difference? What opportunities should we explore further? What potential priorities are emerging?

<p>Community Hub</p> <ul style="list-style-type: none"> - OP - Families (support for) - YP - Covers 	<p>Sports/Recreation</p> <ul style="list-style-type: none"> - YP - Safety 	<p>Training/Education</p> <ul style="list-style-type: none"> - YP - ? College collab
<p>? Violence + Sexual Offences</p> <ul style="list-style-type: none"> - need more detail 		

Review of feedback from local residents – residents survey conducted by Volunteering Matters

Discussion of the resident survey feedback highlighted a number of strengths that residents value about Stoke Park and Chantry. Parks and green spaces were consistently recognised as important local assets, alongside local shops and a strong sense of community spirit. Board Members felt these positive aspects provide a strong foundation on which the Pride in Place programme can build. Residents demonstrated affection for their local area and a desire to see it continue to improve.

Residents' concerns focused largely on the physical environment and quality of place. Issues such as litter, the tidiness of public areas and road safety were raised regularly. The survey responses also demonstrated a desire for greater investment in community facilities, particularly facilities for young people. Suggestions from residents included community-led litter picking activities, improvements to parks and green spaces, community events and activities, and projects that would create visible improvements within the neighbourhood. Board Members noted that residents wanted to see tangible changes that demonstrate progress and build confidence in the Pride in Place Programme.

The group identified several possible priorities arising from the resident feedback. There was support for achieving some quick, visible wins that would demonstrate positive change, alongside longer-term improvements to community facilities and public spaces. Board Members also discussed opportunities to improve communication and engagement through an online hub or neighbourhood app, allowing residents to find information about local clubs, activities and upcoming projects. Improving awareness of community assets and encouraging greater community ownership of local spaces were seen as important opportunities to strengthen pride in place and increase participation across all age groups.

The group were keen to learn more through additional community engagement activities.

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Stoke Park & Chantry – Reviewing Local Insight Workshop 15/09/2026

Reviewing: Volunteering Matters Feedback and Responses from Resident Survey
Supporting documents: Volunteering Matters Overview of Responses (info in agenda pack and separate report); A3 sheets with raw data displaying all responses received

What does the evidence tell us?

What do residents value most about Stoke Park & Chantry?

- * PARKS & GREEN SPACES
- * COMMUNITY SPIRIT
- * STOPS

What issues are residents most concerned about?

- * Tidiness of the estate public areas
- * Road Safety
- * FACILITIES IN GREEN SPACES

What ideas and solutions are residents already suggesting?

- * STANDARDS – LITTER POLICES
- * COMMUNITY EVENTS & ACTIVITIES
- * FACILITIES FOR THE COMMUNITY – FOCUS ON YOUNG PEOPLE

Are there any recurring themes?

* SAME AS!
VISIBLE PROGRESS

What's missing or uncertain?

Are there any gaps in the evidence? Whose voices might be missing? Are there any findings that need further investigation? What additional information would help us better understand this issue?

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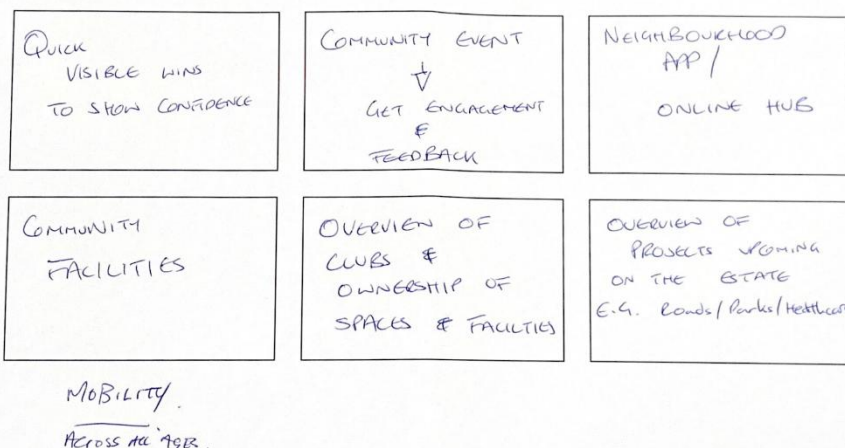
Stoke Park & Chantry – Reviewing Local Insight Workshop 15/09/2026

Reviewing: Volunteering Matters Feedback and Responses from Resident Survey

Supporting documents: Volunteering Matters Overview of Responses; A3 sheets with raw data displaying all responses received to date

What might this suggest for the Board's emerging priorities?

What issues appear most important for local people and communities? Which findings feel most relevant to the Pride in Place programme? Where could the Board add value or make a difference? What opportunities should we explore further? What potential priorities are emerging?



Review of local insight from Voluntary, Community, Faith and Social Enterprise (VCFSE) groups operating in Stoke Park & Chantry – insight provided by Community Action Suffolk

Discussion of the VCFSE feedback focused largely on what local organisations are experiencing on the ground within Stoke Park and Chantry. Board Members highlighted concerns about social disconnection, loneliness and isolation, alongside a lack of volunteers to sustain local activities and support services. Organisations also reported a shortage of safe and welcoming places where residents can come together, leading to discussion around the importance of community cohesion and strengthening relationships within neighbourhoods. Board Members felt that, despite the presence of community assets, many residents remain disconnected from activities, support networks and opportunities available to them.

The group identified several gaps in community infrastructure, particularly a lack of "third spaces" where people can meet informally outside of home, work or education. Limited provision for young people and older residents was also highlighted, alongside concerns about the availability of local services. Discussions explored how greater pride in the area, improvements to the physical environment, and investment in community buildings or community hubs could help address these issues. There was also significant discussion around vocational skills and opportunities for residents to gain experience, with suggestions such as incentivised volunteering

schemes. Board Members felt that youth, older residents and families may be underrepresented within the current evidence base and that further engagement with these groups would be beneficial.

When considering potential priorities, the group identified community cohesion, inclusion, volunteering, safe community spaces and neighbourhood revitalisation as key themes. Board Members felt there was an opportunity to build on existing assets by investing in what already exists, while also exploring how local VCFSE organisations, businesses and employers could contribute to strengthening volunteering and community participation.

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Stoke Park & Chantry – Reviewing Local Insight Workshop 15/09/2026

Reviewing: Voluntary, Community, Faith and Social Enterprise (VCFSE) groups feedback from Community Action Suffolk engagement workshop
Supporting documents: CAS summary (within agenda pack); full 30-page report

What does the evidence tell us?

<p>What are organisations seeing on the ground?</p> <p>Disconnect lack of volunteers lack of safe spaces</p>	<p>What needs are organisations hearing about most frequently?</p> <p>loneliness / isolated lack of community cohesion The look of the area.</p>	<p>Where are the gaps in provision, support or community infrastructure?</p> <p>Third spaces service provision Places for young or old people</p>	<p>Which issues appear most urgent from a VCFSE perspective?</p> <p>Pride in Area Building (top up provision until done) vocational skills village.</p>
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What's missing or uncertain?

Are there any gaps in the evidence? Whose voices might be missing? Are there any findings that need further investigation? What additional information would help us better understand this issue?

↓
Youth, older peoples families.

Volunteer to earn class/workshop something
Community backs.

Stoke Park & Chantry – Reviewing Local Insight Workshop 15/09/2026

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What might this suggest for the Board's emerging priorities?

What issues appear most important for local people and communities? Which findings feel most relevant to the Pride in Place programme? Where could the Board add value or make a difference? What opportunities should we explore further? What potential priorities are emerging?

Inclusion	Safe/Third Spaces	Community cohesion
Revitalisation Invest in what we have.	Volunteering - local companies?	

Emerging themes from workshop discussions

Across all three sources, several themes appeared consistently. These included the need for stronger community spaces and infrastructure, greater community cohesion and inclusion, improved opportunities for young people, support for volunteering and community participation, and action to improve the appearance of the local area.

There was also a shared recognition that residents need better access to information, opportunities and community networks. Finally, all groups highlighted the importance of gathering further insight, particularly from young people, older residents, families and those whose experiences may not yet be fully represented in the evidence.

Community spaces and infrastructure

A recurring theme across multiple discussions was the need for more accessible community spaces and opportunities for people to come together. Attendees highlighted a lack of "third spaces"; places outside of home and work, education, or other formal settings where residents can meet informally, socialise, build relationships, and participate in community life. Board Members also raised concerns about limited provision for both younger and older people. The idea of developing a community hub was raised repeatedly, with potential benefits for young people, older

residents, carers, and families by providing a focal point for activities, support, and community connections.

Board Members felt that strengthening community infrastructure could help tackle isolation, improve access to support, and increase opportunities for local activities and services.

Community cohesion and social connection

Board Members identified loneliness, isolation, a lack of community connection, and the need for greater inclusion as significant issues affecting local people.

Organisations working in the area reported concerns about disconnect between residents and a lack of opportunities for meaningful community interaction.

Community spirit was also highlighted as one of the area's strengths, suggesting there is an opportunity to build upon existing goodwill and resident pride.

Possible priorities could include community events, volunteering opportunities, activities that bring different groups together, and initiatives that encourage residents to feel more connected to their neighbourhood.

Pride in Place and improving the local environment

Residents consistently identified parks, green spaces, local shops, and community spirit as valued aspects of the area. At the same time, concerns were raised regarding the tidiness and appearance of public spaces, including litter and estate maintenance. Workshop Board Members discussed the importance of visible improvements that demonstrate positive change and help build confidence in the programme.

There was strong support for initiatives such as litter-picking, environmental improvements, enhancements to parks and green spaces, and projects that encourage greater community ownership of local assets.

Opportunities and support for young people

Young people were repeatedly identified as a group requiring greater focus. Board Members highlighted a shortage of activities, facilities, and opportunities available to young people locally. Concerns were also raised regarding education, training opportunities, and pathways into employment.

Potential areas for further exploration include youth activities, sports and recreation opportunities, partnerships with local education providers, vocational skills development, and improving access to training and employment support.

Information sharing and resident engagement

Workshop Board Members recognised the importance of improving communication with residents. Suggestions included developing online community platforms, creating better visibility of local clubs and activities, sharing information about ongoing projects, and establishing clearer feedback mechanisms so residents can see how their views influence decision-making.

Improved communication could help strengthen engagement, increase awareness of local opportunities, and support greater community participation.

Next steps

Following the workshop and the discussions that took place, the Board agreed that further community engagement should be undertaken to explore the emerging themes in more detail and help determine which should be prioritised through the Pride in Place programme.

Board members recognised that the workshop had identified a number of recurring issues and opportunities across the different evidence sources. However, additional engagement with residents and stakeholders will be important to test these findings, gather further views, and ensure that future priorities reflect the needs and aspirations of the wider community.

It was also noted that some of the topics raised during the workshop, particularly around crime and community safety, may fall primarily within the responsibilities of statutory agencies and partner organisations. While these issues are important to residents, they may sit outside the direct remit of Pride in Place. As a result, the programme's role and funding are likely to focus on supporting complementary community-led initiatives, strengthening local partnerships, and advocating for residents' concerns where appropriate, rather than directly delivering services that are the responsibility of statutory organisations.

The analysis from the workshop has been shared with Board members and provides a good evidence base to support the next phase of engagement and the development of priorities for the Stoke Park & Chantry Pride in Place Plan.