



# Community Rail Partnership

## Board Meeting Minutes

**Date:** Thursday 10<sup>th</sup> Dec 2020

**Place:** Online (VIA TEAMS)

**Time:** 1300-1600

<b>Invited:</b>	<p>Aaron Taffera – (AT) Chair, ESLCRP and Line Group South</p> <p>Tracey Vobe - (TV) Suffolk County Council, Vice Chair, ESLCRP</p> <p>Andrew Gee-(AG) Suffolk County Council</p> <p>Lewis Boudville – (LB) East Suffolk Council</p> <p>Michael Newsham – (MN) Ipswich Borough Council</p> <p>Claire Kendall – (CK) ESLCRP Officer</p> <p>Graham Newman – (GN) Chair, Line Group East</p> <p>Trevor Garrod – (TG) Acting Chair, Line Group North</p> <p>Alan Neville – (AN) Community and Customer Engagement Manager, Greater Anglia</p> <p>Paul Webster – (PW) Operations Manager South, AcoRP</p> <p>Charles Baker-(CB) Public Affairs Manager Anglia route, Network Rail</p>
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Item	Time	Item Description	Lead
1.	1300	<p>Welcome, Introductions; receipt of apologies</p> <p>Warm welcome to Andrew Gee (AG) who will represent Suffolk County Council (SCC) until TV's replacement instated and Lewis Boudville (LB), representing East Suffolk Council who replaces former rep-Carolyn Barnes.</p> <p>-Apologies from Charles Baker from NR</p>	AT
2.	1310	<p>Declarations of Interest (if not already previously disclosed)</p> <p>-GN &amp; TG as previously stated</p>	AT
3.	1315	<p>Approval of minutes from the meeting 10<sup>th</sup> Sep 2020-</p> <p>Approved with 2 minor alterations from TG 'some' places will have leaflets' and 'informal link' between Lowestoft-Glossop</p>	AT
4.	1320	Matters Arising-None	All
5.	1330	<p>Financial Update-TV presented figures and reminded AG to ask for figures from Catherine at SCC a week or so before the next board meeting in March and reminded CK/AT that figures need inputting on CRN budget. Both replied that they will meet soon to do this. PW offered his help also at a meeting.</p> <p>Current operating balance a very healthy £92k as little expense with pandemic. CK needs to add previously agreed funding from board towards printing vinyl's from DEC 19 Board meeting £650. TV assured AN that payment from GA received (prior problems due to retrieving funds from Glasgow).</p>	TV
6.	1340	Chair Update. AT circulated report prior to meeting. TV praised his hard work, dedication and great results	AT
7.	1345	Officer Update. CK circulated report prior to meeting. TV praised work also.	CK

8.

1350

- Activity Plan Review
- - **DRT funding request (AT)**
- **Anglo-Saxon interpretation boards (AT)**
- **Vinyl's for events (CK)**
  - 1) 2020 Festive train postponed due to pandemic-hope to run if possible, in 2021
  - 2) 2020 Dementia Lane train postponed -tricky to run under current conditions but perhaps autumn 2021
  - 3) Community Rail in The City 2020 cancelled. CRN has proposed 2 dates for 2021-12<sup>th</sup> May & 30<sup>th</sup> June 2021. GN again kindly offered to help CK if this does happen. Ck will ask again at March board meeting for additional volunteers, and we will know more about what is possible by March. Would like to take big vinyl display screen to London if artwork commissioned and completed by then, also accompanying merchandise (see also 7) & 10) below).
  - 4) Heritage Open Days. TG reported successful open day at Lowestoft signal box which resulted in award at CRN national awards 10<sup>th</sup> December, all congratulated on this. Very few other Heritage Open Day events took place in 2020 and we did not actively promote due to pandemic. CK will ask for further information at March board meeting about local events that are possible in 2021.
  - 5) Schools' safety Campaign-CK updated about Derby Road posted competition and smaller role in regional NR safety campaign where she recorded video for both. AT also recorded a segment in the Derby Road video. CK praised AT for his hugely needed help and advice on technical and other aspects. Hope to broadcast into schools in the new year after delays caused by broadcasting company NR used to help deliver videos into schools. When video is played, kids come up with posters which will be voted on by ESLCRP Facebook page (by 'likes')- AT to manage this aspect- and then winner/runner-up poster's to be displayed in poster boards (acquired thanks to ESLCRP board funding) on Derby Road Train Station walls as and when possible by CK /Greater Anglia-AN to liaise with GA

All

maintenance to install poster boards on walls and also provide train passes for winners & families

6) Rural buses and DRT-TV reported on KATCH electric bus pilot (12 months) from Campsea Ashe -Wickham Market-Framingham. This is Demand Responsive but from the above fixed points only as will slow the service too much to make diverging journeys. CATS will continue to run alongside and feed into this. 24hr advance booking required. 7 days a week- Operating times 0630-2230 M-S, 0900-1900 Sunday. Soft launch 15<sup>th</sup> Jan 2020, formal launch 1<sup>st</sup> March 2020. Trial period to check operating performance. 4 EV charging points installed at Wickham Market station to energise bus. 2 purely for bus with protective bollards to ensure access & 2 payable public charge points. Subsidised single/return fares for pilot period by SCC. Evaluation and need evidence gathered in Framingham by consulting residents, will re-appraise after 1 year pilot to prove output successful. Cost £13,528 to be potentially shared. Request for funding from LGS (£500), CRP board (£1,000), SCC £6,280, enabling match fund grant of around £6,000 by CRN (to include new info posters). KATCH will allow numerous marketing initiatives (eg Framingham Castle). PW advises to advertise it VERY well as hard to launch in pandemic and others have failed as takes time to engage public. Others have taken 18 mths to create interest and regular use in normal times. AT to advertise on website. Cardboard collars to be placed on street furniture to advertise, posters being designed by Mark at SCC and funding for these will be put in with the above funding bid. 5yr lease on buses, but just 1 year pilot. MN happy to support with £1,000 CRP contribution, all agree. PW asked AT to put bid in to CRN asap, preferably before Christmas.

7) Days Out in ES. TG reports that Lowestoft Parcels office and Ipswich town hall where he originally booked for 2020 will carry over bookings for 2021 and looking at perhaps

April but will await contact from IBC for confirmation when this can happen. TG to book Ipswich/Lowestoft. TG has leaflets leftover from before and all will try to source more before 'Days Out' events. He will re-contact all his volunteer helpers to check their availability. CK and GN have discussed possibility for similar at Felixstowe. Saturday 8<sup>th</sup> May 2021 was put forward by GN as a possible date. GN will attempt to book suitable space in Great Eastern Square with his contacts. CK suggests if vinyl vintage postcard art could be completed for this then it would give a great backdrop. CK also suggested draw in for kids needed. Perhaps sweets & wooden train set will help attract.

- 8) Children's Colouring Packs. Ck has asked and received some great suggestions from Line Groups for I-spy leaflet to put in kids' activity pack to give out on trains. CK Will try to come up with a design and then ask board for funding for I-spy leaflet, kids colour in drawstring bag and bookmark. Good to have ready to be used if/when we can safely distribute things on train again (at the train guards' discretion). These could be used at events also.
- 9) Dutch Flyer. CK & TG have little to report. BREXIT & COVID-19 make it difficult to know how best to proceed at the moment. CK/TG Will look at this again in the New Year post-BREXIT. Need to include Kerri/Chantelle (GA) into communications.
- 10) Simple ESL merchandise- CK has obtained display screen & lectern which needs ESL artwork on it when commissioned. The same artwork could then go on mugs/coasters etc. Ideally 1 railway artwork for each line. CK will go back to artist for quote and will commission if board/LG's approve. Board already has agreed £650 for printing costs (MAR 20). We currently have windmills, highlighters, canvas bags, pencils, pads, some will be used for Derby Road Poster competition school short listers.
- 11) Car parks-TV commented that Beccles car park project is still slowly moving forward. AT

commented that Saxmundham car park is pretty much complete, and adopters are filling in borders with plants. As above, 2 public EV points to be installed at Wickham Market station.

12) Ranger Ticket-although approved initially by GA, railcard discount was then withdrawn making it an uneconomically priced product. MN asked if Bittern line rover had railcard discount, AT replied yes. MN remarked that we should have a similar product with similar discount. CK commented that perhaps it would be the perfect product to promote alongside ESL Cycle Routes project if people wish to get on & off the ESL's at various spots to ride or give them flexibility of train pick up/drop offs. TG thinks we should not link the 2. It was commented that day returns could provide a certain amount of flexibility, but CK commented that new passengers may be unfamiliar with ticket restrictions, particularly in times of contactless remote ticketing (no advice at point of Sale therefore), so rovers may seem more user-friendly way of exploring the ESL's. All commented that It must though be at a lower cost than a region wide Anglia Plus with a railcard discount. MN & others asked AT to try to re-engage with GA & renew efforts to remedy matters perhaps through Jonathan Denby. GA could also perhaps renew 2-for-1 deals for leaflet.

13) Walks Booklet. No guided walks still due to pandemic and restrictions. To be continued as and when possible. AT & Roger have done some maintenance to ESL's way-markers but problems on Fonnereau Way with vandalism to street furniture. AT has highlighted this to SCC public rights of way team. Delays to Ipswich Garden project mean that route paving could be a way off still.

14) Timetabling & clock-faced paths. All still would like to eliminate gaps in the Lowestoft service but unlikely if Sizewell C gets go ahead. EDF has additional consultation which hopefully the ESLCRP can respond to, commenting on the currently unused spare paths that would make clock-face timetabling

possible and comment on the logistical problems caused by single line sections between Saxmundham-Ipswich with increased freight. Dualling the southern portion of the line seems the only sensible option.

- 15) Level crossings-To be removed from A.P.(CK) as completed.
- 16) First Light Festival 2020-cancelled due to pandemic. CK & AT will be in contact re 2021 as and when such events become possible again.
- 17) East Suffolk Lines Cycle Routes. CK updated members about discussions so far with LG chairs and about to widen out to other interested members of LG's etc some of whom have already generously provided some routes already. We think to publish in 3 formats: digital to use on passengers' favourite apps, PDF to print off at home and probably a printed booklet to accompany ESL Walks booklet. Possibility of including advertising at later date. CK to organise further meetings & help draw ideas together. AT is costing booklets & tracing routes digitally/manually with help from SCC colleague after routes and pages agreed. We will endeavour to stick to 52-page limit for 2<sup>nd</sup> class post weight in case we wish to distribute via that method.

**\*\*need to re-add ANGLO SAXON INTERPRETATION BOARDS TO ACTION PLAN FOR NEXT BOARD MEETING \*\***

AT-Ipswich, Woodbridge, Melton, Wickham Market interpretation boards. This was on Activity Plan previously but had been taken off. Funding of £1,500 was agreed previously with board and AT checked board still happy to help fund these boards. All agreed. PW advised AT to check GA happy to have boards installed still.

**LINE GROUP NORTH**

- 18) Oulton Broad South Sustrans project- AT's contact at Sustrans retired. New contacts trying to help with ESC Cllr assistance to help progress project. AT reports slow movement as will be completed using NR volunteer hours

and pandemic slowing arrangements to complete.

- 19) Carlton Marshes-CK has emailed remaining contact after previous contacts have moved on. Awaiting response. Visitor centre near completion according to website. CK would like to try to get SWT train walks back up and running for 2021 summer season if possible and re-engage fully with SWT.
- 20) Halesworth onward bus signage-LGN have funded signage. GA still to pick up some signage from station adopters house to install. TG would like GA to remedy asap. Some designed by AT are already install.
- 21) Folk East 2020 cancelled due to pandemic, awaiting news for 2021

#### **LINE GROUP SOUTH**

- 22) Saxmundham road signage. AT still has in his house awaiting collection and installation by Saxmundham TC
- 23) Saxmundham flower tubs & interpretation board-AT met adopter to progress scheme and agree size, design, location of interpretation board. Quote obtained
- 24) Wickham Market flower tubs-AT obtaining quotes to put to LGS for funding

#### **LINE GROUP EAST**

- 25) Felixstowe (FLX) Station improvements: lighting-GN has achieved success in getting approach lights fixed and functional. Mural: LGE have decided to use photography entrant as new vinyl for mural board at Felixstowe station. CK along with artist had proposed various community engagement ideas but LGE felt logistics proved too complicated & impractical during the current pandemic. Granted, not easy projects perhaps to achieve during current circumstances. GN suggested that they would like to postpone wider community involvement for now but would like to pursue ideas at a later date. For now, more limited but achievable, community involvement can be achieved through using photography entrants. GN to organise & ask

for funding. This is also the more cost-efficient option.

Vandalism: Felixstowe station was badly vandalised last month, apparently in tribute to death of man with local connections. GA have quickly tried to clean/paint as much as possible. Phone box still retains scars but is not GA's property

Signage to FLX station from street outside Great Eastern Square. GN has tried to approach Co-op for assistance to instal but no interest currently.

26)IPSWICH Station Garden/art project  
CK updated all about meetings online & in person with Suffolk New College, project hampered due to pandemic. 4 parts-planters to be constructed with assistance with Bee Friendly Trust, student artwork for the old footbridge, student photography for the waiting room with STEM theme perhaps, engineering students to restore parcel scales on Plt 2 and come up with interpretation boards to inform on engineering at Ipswich station and the project itself. Prepared student/project briefs. Awaiting GA station manager to confirm photography location and size then need costs from college to then ask for funding. Looking to complete by summer 2021 if possible but start by end March to achieve funding in current financial year.

27)Westerfield Bees, Butterflies & Cubs. GA permission given and funding by LGE, ESLCRP, Westerfield PC & CRN achieved. Planter built & installed October 2020, lecterns **to be installed soon**, plants, water butt-to be installed **Spring 2021**.

28)Derby Road Wildflower Garden. GA permission received for 'Pollinator Partnership Patch' garden & now completed Sep 2020 by Friends of the Earth (FoTE), Ipswich wildlife ranger, station adopters & CK. FoTE have provided text for signage Dec 20, AT designed sign artwork, quotes obtained, awaiting FoTE approval of artwork & sign style. CK attempting to find consensus on location then can ask for



		<p>funding, GA permission, and installation after CAT scan.</p> <p><b>OTHER</b></p> <p>29) ESLCRPO ongoing learning/Education. CK has attended numerous CRN/WiCR free short courses over last few months. Not progressed on spreadsheet training yet. Would have liked to attend 2 short work-related courses in January but available time constrains matters for the moment so CK has not yet asked for help funding these. Will look to do more training in 2021 as &amp; when opportunity/time allows.</p>	
9.	1430	<p>Greater Anglia Update</p> <p>Praised ESLCRP's efforts, particularly projects such as bus signage at Halesworth, Derby road wildflower partnership patch &amp; poster competition, Ipswich garden/art project, Saxmundham &amp; Westerfield adopter efforts &amp; community connections with parish/town councils impressive, planters and boards.</p> <p>GA very happy to have had 4 nominations for CR Network awards &amp; 2 winners: Best marketing campaign, jointly between GA And regional CRP's (INCL. ESL's) and Signal Box tours associated with Lowestoft Heritage Open Day with Wherry lines.</p> <p>AN praised station adopter and others hard work across the ESL's, especially recently the Felixstowe adopter for quick action reporting recent vandalism. BTP have CCTV footage and hope to achieve a prosecution. Also praised Derby road adopter for tenacity and attention to detail with faulting.</p> <p>-Growth in adopters, 10 new adopters at 5 new stations. Nearly all GA stations now adopted. Great achievements by all at GA awards locally.</p> <p>-strong performance through leaf fall season. 91%MAA &amp; the period for November is at 94%.</p> <p>-Fleet, much improved performance &amp; reliability after initial teething problems. 720's being introduced for Southend/Braintree lines.</p> <p>-Passenger numbers started to increase, particularly between the 2 lockdowns</p> <p>-GA taken measures to meet 2020 COVID challenges eg risk assessments, greatly enhanced train cleaning &amp; checks, fogging guns etc. Students got back to school/college safely with no major problems. Now concentrations on getting them back/forward at Christmas with NR help.</p> <p>-Colchester Christmas engineering blockade details to be sent through. More challenging than usual as need additional Rail Replacement buses to allow for social distancing</p> <p>-GA working v closely with DfT. ERMA agreement in force until Sep 2021 &amp; hope to receive Direct Award from there afterwards. Good feedback from DfT.</p> <p>-Timetable consultation GE mainline for Dec 21 (submissions must be in by 12<sup>th</sup> Feb 2021). GA will hold separate consultation</p>	AN

		meetings with ESCRP (CK & AT), ESTA, Felixstowe Travelwatch and MN has also requested IBC meeting with GA for this. MN also requested details about Integrated Travel Forum and some details he requires from Jonathan Denby-AN to enquire. --- Hopeful that regular seminars and group events can take place summer 2021 onwards.	
10.	1445	<p>CRN Update</p> <p>-PW advised about Rail in the City. 2 proposed dates for 2021- 12<sup>th</sup> May &amp; 30<sup>th</sup> June 2021. These may or may not be able to take place due to restrictions. Plan for it but don't have specific merchandise with dates on just in case.</p> <p>-Community Rail Conference will be online and spread over several days to allow people to drop in when/if time allows</p> <p>-Funding still available for this year.</p> <p>-Advises us to think about what we can all do to promote rail next year on scenic rail lines.</p>	PW
11.	1500	<p>Line Group Updates: East/North/South-reported through action plan update above. The only extra point was:</p> <p>GN still pushing for better street signage for Derby Road as it is still somewhat hidden from the road and signage may encourage usage. MN advises that if ever anyone agrees to this then it would only be a blue 'walking' sign as there is no official car park there so would not want to encourage extra road traffic, but cycle/foot traffic is fine. It was suggested the CRP could help with partial funding if agreement is reached.GN will pursue further.</p>	GN/TG/AT
12.	1520	<p>Thank You Tracey Vobe.</p> <p>All said how much they would miss TV and her dedication to the ESLCRP for 10 years +. AT particularly said how much he has relied on her advice &amp; knowledge over the years and will miss having her at the end of the phone. CK also will miss her wisdom and gentle but firm steadying influence. All are most pleased however to welcome along Andrew Gee in her place to represent Suffolk County Council until Tracey's replacement is found. TV expressed her pleasure at serving on the board and working with all over the years and seeing things continually improve. She advised- well done and carry on all!</p>	All
13.	1530	Any other urgent business-none	All
14.		Close	