

MINUTES of the **ORDINARY COUNCIL** meeting held at Felixstowe Town Hall on
Wednesday 25 July 2018 at 7pm

PRESENT: Cllr G Newman (Mayor) Cllr Jon Garfield
Cllr T Green (Deputy Mayor) Cllr Jan Garfield
Cllr N Barber Cllr M Jepson
Cllr S Bird Cllr S Bloomfield
Cllr D Savage Cllr A Smith
Cllr P Coleman Cllr S Wiles
Cllr M Deacon Cllr K Williams
Cllr S Gallant

OFFICERS: Mr A Tadjrishi (Town Clerk)
Mrs L Monsen (Mayor's Secretary)
Mrs D Frost (Deputy Town Clerk)
Mr S Congi (Apprentice)

IN ATTENDANCE: Ms Helen Greengrass, Felixstowe Forward Change Director
6 members of the public.

MOMENT OF REFLECTION

The meeting was preceded a moment of reflection Captain William D Thompson
Corps Officer, Salvation Army Church, Felixstowe.

127. PUBLIC QUESTION TIME

A member of the public asked the Council if they were aware of emerging proposals to reconfigure aspects of the existing Minor Injuries Unit at Felixstowe Community Hospital. It was believed that although some degree of change is inevitable, the plan may well include the addition of some new and progressive services for the elderly which could provide a benefit to residents. A Member responded that they had attended a CCG briefing and understood that several possibilities were being discussed, including the potential for a new fragility unit. Members stated that they would seek further information from the CCG and report back at a future Council Meeting.

128. APOLOGIES

There were none.

129. DECLARATIONS OF INTERESTS

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr S Bloomfield Cllr P Coleman Cllr M Deacon Cllr S Gallant Cllr T Green Cllr D Savage Cllr A Smith	All	Local Non-Pecuniary (as Members of Suffolk Coastal District Council)

Cllr S Bird Cllr G Newman Cllr S Wiles	All	Local Non-Pecuniary (as Members of Suffolk County Council)
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130. REQUESTS FOR DISPENSATION

There were none.

131. QUESTIONS TO THE MAYOR

There were none.

132. CONFIRMATION OF COUNCIL MINUTES

It was RESOLVED that the Minutes of the Annual Council Meeting held on 13 June 2018 be signed by the Mayor as a true record and adopted by the Council.

133. MAYOR'S ANNOUNCEMENTS

The Mayor referred to the following list of engagements:

Felixstowe Society Beach Clean	14 June 2018
Mayors Civic Service	17 June 2018
Raising the Flag for Suffolk Day	21 June 2018
Suffolk Day in Sudbury	21 June 2018
Tea Party at the Town Hall to celebrate Suffolk Day	21 June 2018
St Elizabeth Hospice Suffolk Remembers	21 June 2018
Launch of Felixstowe in Flower 2018	23 June 2018
Darrell's Day Commemoration	24 June 2018
The Bangladeshi Support Centre Pita Festival	24 June 2018
Visit of the RAF Baton	24 June 2018
Funeral of former Mayor Robert Tozer	26 June 2018
Citizens Advice Bureau AGM	26 June 2018
Launch of the Felixstowe Book Festival	29 June 2018
1 st Old Felixstowe Guides Celebration Coffee Morning	30 June 2018
Suffolk Association of Fairtrade Towns Annual Meeting	30 June 2018
<i>Deputy Mayor – Suffolk Armed Forces Day</i>	30 th June 2018

FACTS AGM	2 nd July 2018
Opening of Bluebird Care, Felixstowe Office	4 th July 2018
Wesel Association Meeting	4 th July 2018
Felixstowe Hospital Garden Party to celebrate 70 years of NHS	5 th July 2018
<i>Deputy Mayor – RBL Poppy Appeal Awards</i>	7 th July 2018
<i>Deputy Mayor – Launch & Photo Shoot for 1 Big Multicultural Festival</i>	7 th July 2018

The Mayor thanked Rev Trevor Harris for the lovely Mayor's Civic Service at the River of Life Church where they had made everyone very welcome.

The Mayor had attended various events on Suffolk Day beginning with raising the Suffolk Flag in the Town Hall Gardens before heading to Sudbury to make a speech and then returning to Felixstowe to help serve tea and cakes which had been donated for members of the public to enjoy on the pavement outside the Town Hall. In the evening the Mayor had attended the St Elizabeth Hospice Suffolk Remembers event in the Spa Gardens.

The Mayor spoke of the RAF Baton which had been in Felixstowe on its travels around the UK to celebrate the 100th Anniversary of the RAF. Felixstowe has a long and historical link with the RAF and the Mayor's Chain of Office is the only one in the country to bear their crest.

The Mayor has also been privileged to open the Felixstowe Book Festival which had been the best one yet, having been attended by a large number of people from all over Suffolk and beyond.

The Mayor thanked the Deputy Mayor, Cllr Tracey Green for her support in attending three engagements on his behalf.

It was RESOLVED that the Mayor's engagements since the previous meeting, and the above communications, be noted.

134. MINUTES OF COMMITTEE MEETINGS

It was RESOLVED that the Minutes of the following meetings be received and, subject to their accuracy being confirmed by those committees, adopted:

- a) Planning & Environment Committee 20 June 2018**
- b) Civic & Community Committee 20 June 2018**
- c) Planning & Environment Committee 4 July 2018**

135. REPORTS FROM MEMBERS APPOINTED TO OUTSIDE BODIES

Council received the report of Cllr Mark Jepson, Town Council representative to the Felixstowe-Wesel Association. Members thanked Cllr Jepson for the informative report.

RESOLVED that the outside body report from Cllr Mark Jepson be noted.

136. FELIXSTOWE FORWARD REPORT

Council received the report of the Felixstowe Forward Change Director, Helen Greengrass.

Ms Greengrass advised that over 140 people had attended the morning session of the Felixstowe Forward Annual Engagement Event. The afternoon session had seen an estimated 300 visitors attend. It was acknowledged that there had been some negative feedback on social media regarding promotion of the event. However, there had been a lot of positive comments from those attending the event and Members would be provided detailed feedback on the sessions in due course. Concerns raised on the day included how the proposed Business Improvement District might address the changing retail environment and forge better links between the town centre and seafront; the accessibility and affordability of a new leisure centre; and ensuring that any vision for the south seafront addressed a range of needs in terms of accessibility, transport, coastal protection, maintenance and attractions for people of all ages. Members were advised that the SCDC First Draft Local Plan consultation had been promoted at the event and this would be promoted again to all attendees on the mailing list.

Ms Greengrass advised that the relationship between Felixstowe Chamber of Commerce and Suffolk Chamber of Commerce was evolving and she was expecting to hear some news shortly about a possible 'linked to' status.

There were lots of events coming up in Felixstowe including a comprehensive Heritage programme as well as some new events, including Father Christmas visiting Felixstowe for his summer holidays to promote plastic-free initiatives, Felixstowe Ferry Fest and the National Windsurfing Championships.

It was noted that a calendar had been set up on the Town Council website for community events, accessible by both Felixstowe Forward and the Town Council. Local voluntary organisations were encouraged to use this tool.

The Seafront Gardens has recently achieved Green Flag and Green Heritage Flag status.

Councillors thanked Ms Greengrass and her team for the very successful Annual Engagement Event and for all their hard work for the town.

It was RESOLVED that the Felixstowe Forward update report and update report on the 6th July Annual Engagement Event be noted as received.

137. HERITAGE OPEN DAY/RAF 60th ANNIVERSARY OF FREEDOM OF THE TOWN

Council considered the requested from the Royal Air Force Association (RAFA) to hold a fundraiser 'Brew for the Few' at the Town Hall on Heritage Open Day on 9th September with the help from the Felixstowe Air Cadets. Members asked if some related items of historical interest could also be displayed at the tea party and it was agreed that Felixstowe Museum should be approached for assistance with this. It was also suggested that the Felixstowe Society might consider installing a commemorative plaque to mark the hangar where the seaplanes were built in Felixstowe.

It was RESOLVED to allow RAFA to hold a 'Brew for the Few' tea party to mark the 60th Anniversary of the Freedom of the Town on 9th September while the Town Hall is open for Heritage Open Day and to ask Felixstowe Society to consider a commemorative plaque to mark the site of the hangar where seaplanes were built.

138. EAST SUFFOLK COUNCIL WARD BOUNDARY REVIEW

Council considered the proposed new warding arrangements for the incoming East Suffolk District Council and noted the comments of the Planning & Environment Committee. Members of the public present were encouraged to read the report on the Local Government Boundary Commission for England website for full details of the recommendations and how to respond.

It was RESOLVED that the proposed new warding arrangements for the incoming East Suffolk District Council be endorsed by the Town Council and the Clerk was instructed to advise the Local Government Boundary Commission for England that Council was generally pleased to note that the arrangements would appear to give equality in the numbers of electors, without having to disturb existing town/parish ward boundaries, and provide straightforward aggregation of existing polling districts.

139. SCDC LOCAL PLAN FIRST DRAFT CONSULTATION

Council considered its process for making a representation to the SCDC Local Plan First Draft Consultation in order to meet the deadline of 14th September 2018.

The Clerk advised that the public drop-in session at the Town Hall had been publicised on the Council's noticeboards, website and social media and that the District Council would be welcome responses to the consultation from individual Councillors as well as members of the public.

It was RESOLVED that the Planning & Environment Committee be delegated the authority to draft Council's response to the Local Plan First Draft Consultation; with a recommendation to be brought to the 12th September meeting, in order to meet the consultation deadline of 14th September 2018.

140. TOWN HALL MAINTENANCE WORKS

Council considered the report on maintenance works at the Town Hall and received an updated quote of £24,240+VAT to undertake the work in one phase which included some additional brick repair work to be carried out at the same time.

The Clerk advised that due to the urgency and specialist nature of the maintenance works to the Town Hall which had been carried out by DC Construction in 2016, Council had waived the requirements under Financial Regulations 11.1(h) (*Minute #71 of 2016/17 refers*).

Members agreed that the waiver should continue to apply to this second phase of maintenance due to the continued specialist requirements of the works and the success of the treatment applied by DC Construction in the first phase.

It was RESOLVED to accept the quote from DC Construction to undertake the second phase of works to the Town Hall; and, to authorise funding for the project of £24,240.00+VAT, plus any associated consultancy fees, from the Town Hall Maintenance Earmarked Reserve 900/9065.

141. SCDC/FTC JOINT WORKING GROUP

Council considered the report of the SCDC/FTC Joint Working Group. Following a discussion it was agreed that Town Council Members on the Working Group would raise the promotion of car parks; provision of public toilets; a strategy for improving play areas; and, the need for planting at the pier plaza area.

RESOLVED that the report of the SCDC/FTC Joint Working Group be noted as received and those items raised by Members to be referred to a future meeting.

142. ACCOUNTS FOR PAYMENT

It was RESOLVED that the schedule and payment of accounts be received and approved as follows:

Date	Voucher Nos.	Total Payment
13/06/2018	94 – 117	£17,066.03
29/06/2018	118 – 137	£37,106.94
	TOTAL	£ 54,172.97

143. CLOSURE

The meeting was closed at 8.24pm. It was noted that the next Ordinary Meeting was scheduled for 12 September 2018 at 7.30pm.

Date: _____

Town Mayor: _____