



FELIXSTOWE
TOWN COUNCIL

ANNUAL REPORT 2021 - 2022



01394 282086

enquiries@felixstowe.gov.uk
felixstowe.gov.uk

Felixstowe Town Council
Town Hall
Felixstowe
IP11 2AG

OUR VISION

"A well-connected, thriving and friendly seaside town where people of all ages and backgrounds aspire to live, work and visit."

 [@FelixstoweTownCouncil](https://www.facebook.com/FelixstoweTownCouncil)  [@FelixstoweTC](https://twitter.com/FelixstoweTC)

MESSAGE FROM THE MAYOR



Welcome to the Annual Report of Felixstowe Town Council for the Civic Year 2021/22

Looking back over the Mayoral term, it is incredible to contemplate that I was elected to the role of Mayor of Felixstowe from my dining table during the Annual Council Meeting two years ago via Zoom. At that early stage of the pandemic, we had no idea what was ahead and when life might return to some form of normality. We have been through unprecedented times, and I have been proud to be the Chairman of a Town Council that adapted rapidly in response to the challenge to ensure that our services to the community were uninterrupted. Challenging it has certainly been, but the past two years have also been filled with wonderful experiences and many fantastic memories.

I am delighted, therefore, to introduce our Annual Report for 2021-22 which provides a summary of the excellent work of the Town Council over the past 12 months. In addition to the work of the Council itself, your local councillors have consistently sought to represent the community, respond to local need, and raise awareness of issues with relevant local authority partners and stakeholders.

Complementing these efforts, as your Mayor I have strived to remain visible and accessible to residents, community groups and businesses throughout. Having undertaken 135 engagements over the past year and hosting some very entertaining charity fundraising events, with the support of the Felixstowe Carnival Association and Citizens' Advice Felixstowe. I was delighted to award those charities a share of the amazing total of the £15,500 we raised.

My thanks to the Deputy Mayor, Cllr Sharon Harkin, for being a great support and for always being available to attend an event in my absence. I would also like to pay tribute to all my fellow Councillors for their support over the last two years. Of course, the highest praise must be given to our excellent Town Council staff for their adaptability, patience and resilience. Thanks to their positive and professional approach we have been able to succeed in the continued delivery of our responsibilities and ambitions.

I have felt immensely proud to represent Felixstowe as your Mayor. The opportunity I have had to meet so many inspirational people and organisations will live with me forever.

A handwritten signature in white ink that reads "Mark Jepson". The signature is written in a cursive, flowing style.

**Cllr Mark Jepson
Mayor of Felixstowe 2021/22**

YOUR COUNCIL

Coastal Ward

Darren Aitchison
darren.aitchison@felixstowe.gov.uk
07479 556736



Nick Barber
nick.barber@felixstowe.gov.uk
07876 757268



Seamus Bennett
seamus.bennett@felixstowe.gov.uk
07818 664751



Steve Gallant *
steve.gallant@felixstowe.gov.uk
01394 276336



Sharon Harkin
sharon.harkin@felixstowe.gov.uk
01394 671758



Mark Jepson *
mark.jepson@felixstowe.gov.uk
01394 278622



Doreen Savage
doreen.savage@felixstowe.gov.uk
01394 285895



Steve Wiles * **
steve.wiles@felixstowe.gov.uk
07986 566225



Marshes Ward

Mick Richardson *
mick.richardson@felixstowe.gov.uk
07946 028517



Port Ward

Stuart Bird * **
Stuart.bird@felixstowe.gov.uk
01394 275128



Tracey Green *
tracey.green@felixstowe.gov.uk
07759 218476



Graham Newman **
graham.newman@felixstowe.gov.uk
07802 397905



Andy Smith
andy.smith@felixstowe.gov.uk
01394 283283



Walton Ward

Mike Deacon *
mike.deacon@felixstowe.gov.uk
01394 211146



Margaret Morris
margaret.morris@felixstowe.gov.uk
01394 274345



Kimberley Williams
kimberley.williams@felixstowe.gov.uk
01394 284180



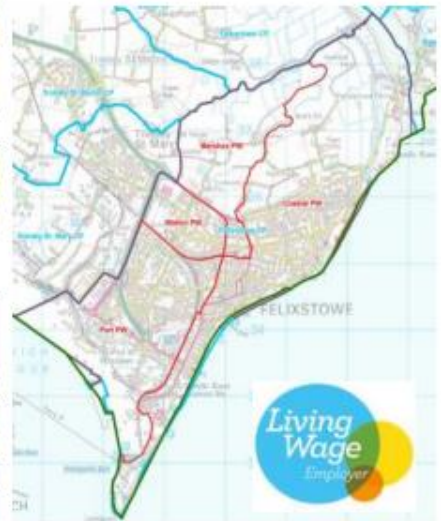
Key

* Councillor is also a Member of East Suffolk Council

** Councillor is also a Member of Suffolk County Council

Member of Parliament for Suffolk Coastal:

Dr Therese Coffey MP
therese.coffey.mp@parliament.uk
020 7219 7164



The Council comprises 16 Members representing four wards who are elected every four years. Council also delegates some of its functions to its Committees:

Finance & Governance Committee

Considers and monitors the finances and governance of the Council.

Assets & Services Committee

Oversees the provision of our assets and services such as our halls, allotments and cemetery.

Civic & Community Committee

Considers our civic functions, community engagement, partnership working and grants.

Planning & Environment Committee

Makes recommendations to East Suffolk Council, Suffolk County Council and other authorities on planning applications and policies affecting local development.

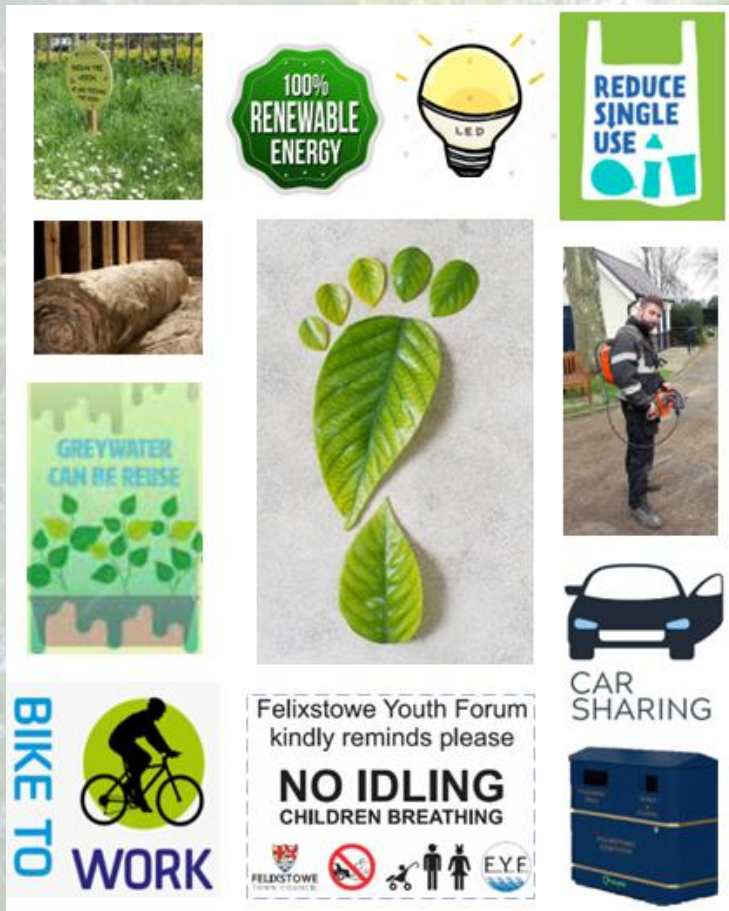
Members of the public are very welcome to our Council and Committee meetings, which are usually held at the Town Hall, with provision to join online. 15 minutes is set aside for public participation, during which time members of the public can speak or ask a question. Details on when meeting takes place, the matters for consideration and records of decisions made are all available on our website www.felixstowe.gov.uk

CLIMATE EMERGENCY

Councillors consider biodiversity and environmental impact at the heart of all decision-making. Since Council declared a Climate Emergency in July 2019, our dedicated Climate Emergency Working Group has regularly met to review processes, services, products and actions and to raise awareness locally. Last year the Town Council was recognised amongst parish and town councils across the Eastern region as leading the way.

ACTION WE'VE TAKEN SO FAR...

Council had Energy Performance Certificates and Display Energy Certificates carried out in 2020 and have used these as a baseline for improvement.



- Introduced Single use Plastic Policy
- Cycle to Work Scheme
- No Idling promotion in Schools
- Re-wilding in Langley Avenue
- Encouraging Wildlife at the Cemetery
- Reducing use of Herbicides or Pesticides
- Separating and recycling waste
- Car Sharing and holding more meetings online.
- Replacing all lights at end of their life with LED
- Insulated to 270mm in uninsulated areas
- Replacing all garden tools with battery rechargeable power tools
- Use 100% renewable energy Suppliers
- Grey Water used for watering Felixstowe in Flower baskets
- New electric van on order

PLANS FOR THE FUTURE...

The Climate Emergency Working Group will be working closely with the Felixstowe Youth Forum which has been relaunched since the pandemic with a focus on the environment.

Council continues to work closely with community groups to support environmental projects, and, as we emerge from the pandemic, more carbon-reducing schemes will be supported, such as a Repair Café and a 'Library of Things', and to help the Allotment Association FAA become a 'Champion' for composting.

The Council is particularly keen to hear from any organisations seeking funding to assist with local environmental projects.

FINANCE & GOVERNANCE COMMITTEE

Chairman: Cllr Mick Richardson

Audit and Accounts

The 2021/22 Audit will be undertaken by PKF Littlejohn LLP in June 2022, and the audited accounts for 2021/22 will be available from September 2022. Finance and Governance Committee receives six-monthly Internal Audit reports, in 2021/22, the Internal Auditor found Council's procedures to be all in order and made some helpful recommendations.

Business Plan

The Business Plan for 2020-2024 was approved by Council on 11th March 2020 and is available to view online at www.felixstowe.gov.uk/council-documents

Budget and Precept

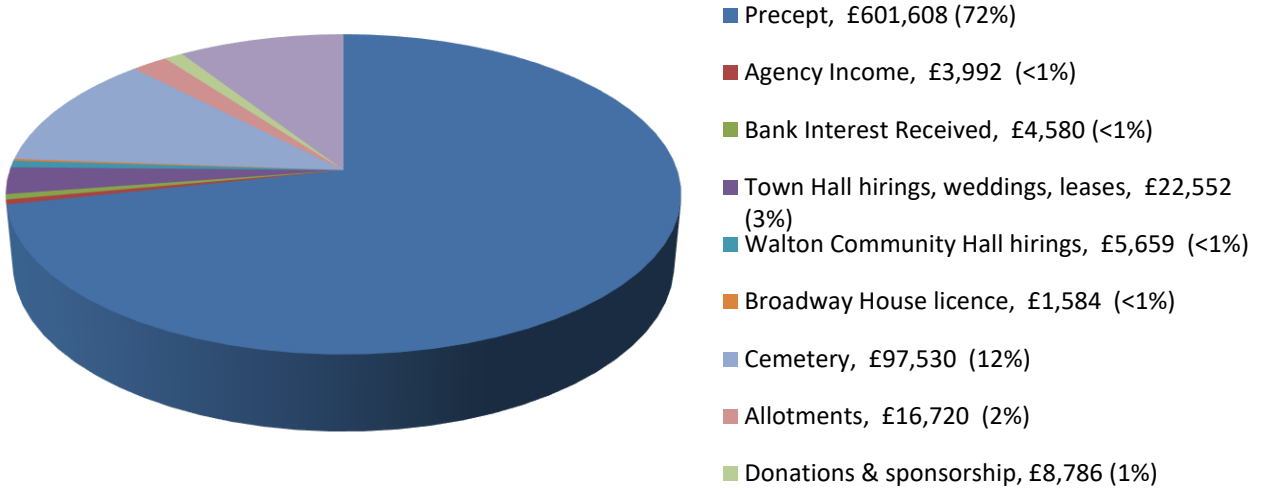
At the end of the financial year, the income outturn for 2021/22 exceeded budget estimates at 114.6%, primarily due to CIL payments (Community Infrastructure Levy) and expenditure stood at 101.4% of budget, due to staff training and PPE. The pandemic continued to impact on income and expenditure throughout the 2021-22 financial year. However, with effective management of budget and reserves, the Town Council was able to freeze its portion of the council tax (the 'precept') for the forthcoming 2022/23 financial year, with Council unanimously voting for a 0% increase. This means that annual Band D equivalent cost will remain at £70.87, representing just under 4% of the total council tax bill. The other 96% of which is split between Suffolk County Council, East Suffolk Council and Suffolk Constabulary.

Council also holds ring-fenced funds for future projects and contingencies, known as 'Earmarked Reserves', and these are reviewed at least once annually to ensure appropriate provisions are in place.

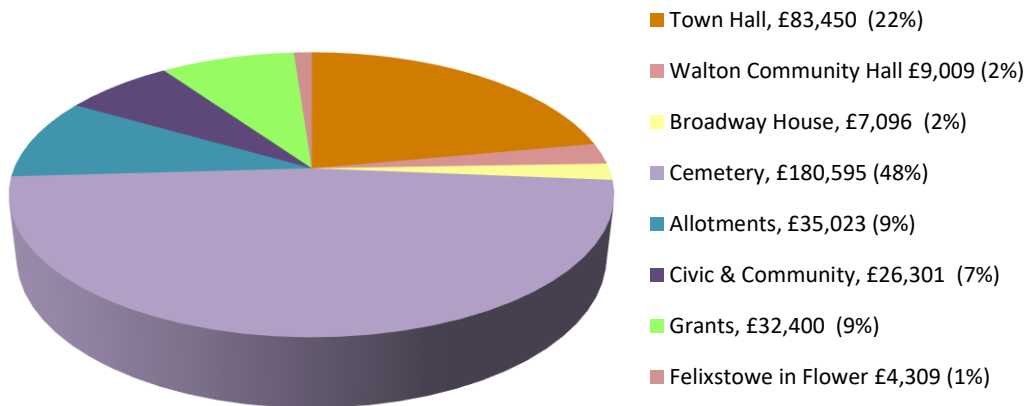
Summary of Council's Balances, income and expenditure:

	2020/21 Actual	2021/22 Actual	2022/23 Budget (Est.)
Balance at 1 April	£1,065,336	£1,130,155	£1,232,785
(of which Earmarked Reserves)	(£618,333)	(£680,219)	(£795,445)
Total Income	£766,706	£873,020	£774,014
Total Expenditure	£701,888	£770,391	£898,923
Closing Balance at 31 March	£1,130,155	£1,232,785	£1,107,876
(of which Earmarked Reserves)	(£680,219)	(£795,445)	(£766,848)

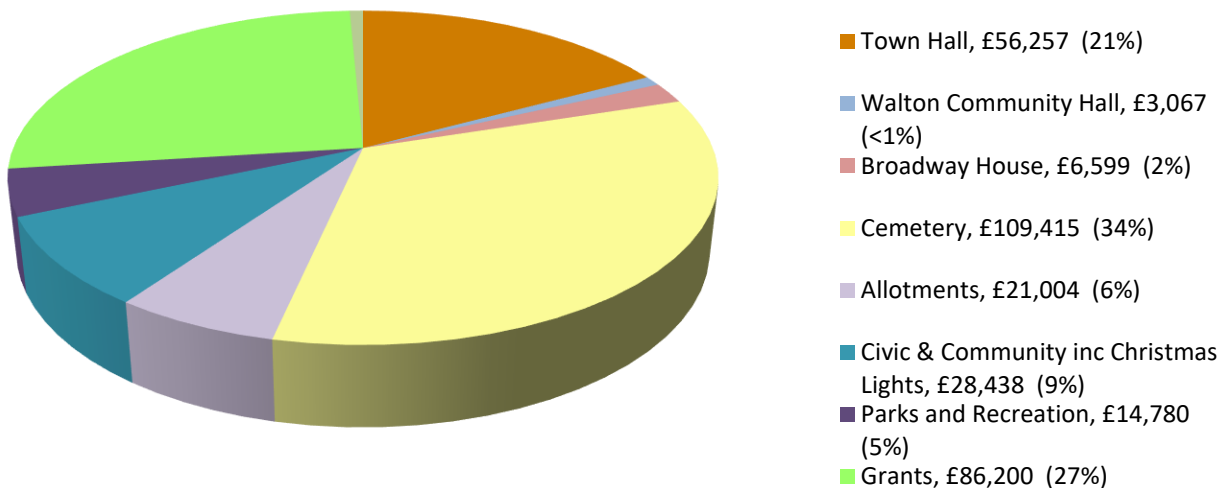
Sources of Income 2021/22



Net Expenditure 2020/21 (Actual)



Net Budget 2022/23 (Estimate)



Coronavirus Pandemic and Budget Estimates

The coronavirus pandemic affected Council's income and expenditure throughout 2020-21, and continued into the first half of 2021-22. Council's Finance & Governance Committee closely monitored and reviewed the financial position regularly throughout. The loss of income which would have otherwise been received from the room hire, weddings, rent and hall bookings was somewhat offset by reduced utility and service costs and the cancellation of the most Council events. In setting its budget for 2022-23, Council took a cautiously optimistic approach, basing estimates on a more 'normal' year. Due to careful budgeting in recent years, the Council's reserves are able to offer some protection against unforeseen variables.

General Power of Competence

The "General Power of Competence" was included in the Localism Act 2011 (Part 1, Chapter 1, ss 1-8). This power was brought into force by SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 in April 2012. The power enables eligible councils to have "the power to do anything that individuals generally may do" as long as they are not prevented from doing so by other laws. The Town Council continues to meet the criteria for eligibility and adopted the use of the General Power of Competence at its Annual Council Meeting on 15th May 2019.

Reserves

Council has both General Reserves and Earmarked Reserves. The Finance & Governance Committee created a Reserves Policy to cover the years 2021-23. General Reserves ensure that there are adequate Financial Reserves to meet the needs of its operations and to ensure financial security (normally between 3 – 9 months of operational requirements). Earmarked Reserves are put aside for specified projects or for unexpected repairs which are not covered in the annual budget. The Policy explains Council's policy on Reserves and clarifies the difference between ring-fenced and standard earmarked reserves.

Upgrade of IT Systems, Telephones and Digital Conferencing

The Finance & Governance Committee oversaw a wide-ranging upgrade of IT during 2020/21 to enable staff to adhere to the requirement to 'work from home'. The move to cloud-based file servers, mobile computing hardware and a software-based telephone system has transformed the way in which Council staff are able to work – now fully connected whether from home, at the Town Hall or at other sites. During 2021/22 Committee oversaw improvements to digital conferencing services at the Town Hall, this equipment enables remote participation at meetings by members of the public and other attendees making public meetings far more accessible. The equipment is used for many working groups and other types of meeting which reduces the reliance on cars to attend meetings and, in turn, contributes towards our environmental aims.

Scribe Accounting Software

On 1st April 2021, Council changed its finance package to new software which could be accessed online. Staff have found the system easy to use, to the extent that, in October, the Finance & Governance Committee agreed to also move the Cemetery software package to the same system. The new digital system helps to manage the Cemetery records. It is not only user friendly but now provides a seamless link between our Cemetery applications and our accounts/invoicing. Council was very proud to receive the ‘Top Contributor’ award at the Scribefest conference, which had been attended by over 300 Town and Parish Councils for its contribution in helping to develop the software for larger Town Councils.

Women’s Cycle Tour

The Finance & Governance Committee worked with East Suffolk Council to help fund the Women’s Cycle Tour which completed its tour in Felixstowe on 9 October and also saw the first Felixstowe Triathlon.



Christmas

Funding was awarded to the Felixstowe BID (Business Improvement District) towards the provision of a Christmas Ice Rink, which was welcomed back to Felixstowe having been unable to take place the previous year.

The Council continued to support to the Lions Club with annual funding of £6,750 towards the provision of the Town Centre’s Christmas lights.



ASSETS & SERVICES COMMITTEE

Chairman: Cllr Sharon Harkin

Improving Energy Efficiency

Following the Council's Climate Emergency Declaration made in July 2019, EPCs (Energy Performance Certificates) were obtained for all Council building and a DEC (Display Energy Certificate) produced for the Town Hall. Guided by these documents, Committee began work to reduce the carbon footprint of our buildings, which has included increasing loft insulation and a Schedule of Works being created for the refurbishment and double-glazing of the windows at the Town Hall. Council's energy suppliers use 100% renewable energy and this is reviewed regularly. A LED light replacement programme is underway.

Hall Hire and Weddings

Following Government guidance, many bookings had to be postponed throughout the pandemic but have gradually gone back to normal with most regular hirers returning. Both the Town Hall and Walton Community Hall remain competitively priced venues for hire and benefitted from redecoration during the pandemic.

Cemetery

As part of Council's commitment to reduce its carbon footprint, a lot of environmental work has been carried out in the Cemetery this year. A new bike shelter has been fitted which allows both staff and members of the public to leave their cars behind and protect their bikes from the rain.



Battery powered tools have been ordered to replace all existing gardening machinery as they reach end of serviceable life. The replacement of tools will not only reduce the fuel bill by approximately £500 but has also been calculated (based on the previous year's consumption) to provide a saving of 755.23kg of Co2 emissions. A new electric van has been ordered which, subject to recent supply-chain issues improving, is anticipated to be in operation in June. The van will be able to replace the existing truck for all journeys except those which involve towing. The truck will continue to be maintained until such time as it reaches the end of its serviceable life.

Last summer, the verges either side of Langley Avenue were re-wilded, with a strip either side of the gates still mowed. With the help of some wildflowers sown into the verges, it has definitely attracted more wildlife. Other continuing efforts to support our environmental aims include; refillable soap dispensers replenished from a local supplier, cutting down on plastic waste, skip and bin segregation and nesting boxes, a bird bath and bird tables.

The Town Council has recently switched to a new digital system for managing Cemetery records. This new system has made the process of headstone testing a lot simpler too, as the system can be accessed remotely to update the records as the inspections are carried out. Work is now being carried out to add older grave records to the new digital system, in order to assist with the headstone testing records.

Many of our cemetery forms have been updated to make them easier to understand and to take into account the changing requirements of the public.

Langley Avenue Playing Fields

Discussions are being held with Felixstowe School and Suffolk County Council on the possibility of taking over responsibility of this land opposite the Cemetery to provide increased community sports use of this site and ensure it remains in public ownership.

Leases and Licences

The Council licences serviced offices at the Town Hall for the Suffolk County Council Registrar team, the East Suffolk Council's Beach Huts and Chalet Administrator and other East Suffolk Council staff in a 'hot desk' office to support the provision of these services locally. Although the staff from these organisations have been working from home recently, the licences have been renewed and we anticipate the services being back on site soon.

Broadway House

Council leases Broadway House, Orwell Road, to the Felixstowe Old People's Welfare Association (FOPWA) which continues to provide a highly popular drop-in service. The centre had to close during the pandemic but reopened in July 2021 to a newly refurbished kitchen and bathrooms. New signs and planters are being planned to make the building easier to find.

Community Public Access Defibrillators

There are 12 public access defibrillators across the town, 5 of which are maintained by Felixstowe Town Council and checked on a regular basis. Two cabinets have been replaced with polycarbonate units which will not rust, as previous models have due to the sea air.

Allotments

The Town Council manages five main allotment sites and a micro-plot site within one of our main sites for our new 'Alittlements' scheme. This new project has been designed to give people a taste of allotment life before taking on the responsibility of a full plot. Following an awareness campaign in the Council's magazine and online, the first phase of 8 plots were filled within the first week with some tenants already expressing an interest in a larger plot.

Demand for allotments remains high and, due to the hard work of Council staff, the turnaround time from an allotment becoming vacant to another tenant taking it on is kept to a minimum. As a result we currently have very few vacant plots.

An apple orchard has been planted on a formerly unused area of the Cowpasture site. Funding from the Felixstowe Allotment Association, Felixstowe Town Council and a generous local

benefactor was used to purchase a variety of old heritage apple trees from “Orchards for All” a charity based in West Norfolk, and a smaller number of the more modern strains were obtained from a local nursery as they offer a quicker return and greater crop. There are now plans to implement a similar area on the Taunton Road site.

CIL funding of £10,000 was granted towards a replacement community hut for the Felixstowe Allotment Association (FAA). This will provide a building for outreach work with schools and for users of the allotments.



With support from the FAA, Persimmons Homes were asked to provide new surfacing at the entrance to Cowpasture and there are plans for an additional pedestrian access to the allotment site near the Trelawney Place housing development.

Work is currently being carried out with the FAA to help reduce the number of bonfires and to find ways of supporting tenants on alternative ways of disposing their green waste.

CIVIC & COMMUNITY COMMITTEE

Chairman: Cllr Steve Wiles

Council Communications and Meetings

The Council engages directly with its residents, via its website www.felixstowe.gov.uk, tweeting from its [@FelixstoweTC](https://twitter.com/FelixstoweTC) Twitter account and updating its Facebook page facebook.com/FelixstoweTownCouncil. Information is published about its activities, events, meetings and agendas. A quarterly seasonal magazine is delivered to all households in Felixstowe, giving a broader platform for community and council news as well as seasonal highlights throughout the year.



Details of all Town Council Meetings and forthcoming events are also displayed on the noticeboard outside the Town Hall. Members of the public and press are welcome and regularly attend our Council and Committee meetings and a public session is held at the beginning of each meeting. During the pandemic all meetings were held online via a link on the agenda and members of the public remarked on how easy it was to now attend in this way. Since June 2021, meetings have been able to take place in a Covid-secure way at the Town Hall following Government guidance, and the online facility has been kept for members of the public, which provides them the option of attending in person at the Town Hall or viewing and participating in the public session online.

Civic Awards 2021

The Mayor traditionally presents the Civic Awards in May at the Annual Town Meeting, which also provides an opportunity for local electors to raise topics, ask questions and browse stalls hosted by local community groups. However, due to Covid, the 2020/21 Civic Awards ceremony was held on the stage as part of the Women's Cycle Tour. This year the Civic Awards ceremony will once again be held at the Annual Town Meeting which will take place at 7pm on 11 May 2022 at The Orwell Hotel.



Grants 2021/22

Felixstowe Town Council is committed to supporting and strengthening the many networks and community groups that help to make a positive difference to Felixstowe. Through its Annual and Occasional Grants scheme, the Town Council was able to support 27 local organisations and projects during 2021/22 with a total of £48,400 via its Occasional and Annual Grants scheme and through its community partnerships.

These are just a few of the organisations we were able to help this year:



Felixstowe Book Festival



WAMFest



Landguard Fort



6th Old Felixstowe Scout Group



Mens Shed

Closing dates for Grant applications in 2022 are on 31 May and 30 November. Details on how to apply can be found on our website www.felixstowe.gov.uk/council-services/grants.

Digital Community Directory Project

This key project, which achieved funding during the 2020-21 financial year, will result in an online and customised directory of all our community groups, organisations, clubs and societies on the Town Council's website. Working with the Felixstowe Peninsula Community Partnership, which part-funded the project, the Town Council will provide a hub for residents to find local upcoming events and groups of interest. Launching this summer, community groups will be able to create event listings for their own activities and manage their online profiles – if you are involved in a local community group, we want to hear from you!

Felixstowe in Flower

Council's Felixstowe in Flower initiative has contributed towards civic pride in the town since 1985. Due to the pandemic, Council agreed that all sponsorship received in 2020 would be rolled over until 2021. The baskets were installed and maintained bringing colour and cheer to the town throughout the Summer months of the pandemic. The Town Council give thanks to the Felixstowe Ferry Golf Club for providing non-drinking water stored which provides water for the flowers.

Unfortunately, due to the pandemic the public competitions and awards planned for 2021 had to be cancelled, however, a Virtual Felixstowe in Flower took place online via the Facebook page <https://www.facebook.com/FelixstoweinFlower/>



It is with great pleasure that Felixstowe in Flower events and competitions are returning in 2022, with the launch planned for Saturday 28 May from 10 – 12 noon at the Triangle. If you or your organisation would like to sponsor a basket or planter - or would like to enter one of our competitions - please contact the Town Hall. There are two new categories this year 'Best Newcomer Overall' and 'Best Jubilee theme'.

Sustainable bedding

With an aim to become more sustainable, the wooden planters in the town have been planted with perennial bedding plants. The flower beds at the Triangle and on the seafront have also been planted in this way, with vibrant plants which will become well-established over the long-term.



In partnership with the Felixstowe BID (Business Improvement District) plans are also being made to plant Birch trees in planters which will be placed throughout the Shared Space and either side. This will replace the blue planters which are currently in poor condition.

Queen's Platinum Jubilee

The Town Council has been working in partnership with the Felixstowe Carnival Association with the help of East Suffolk Council to put on a string of events over the Queen's Platinum Jubilee four-day bank holiday weekend 2 – 5 June 2022.

Queen's Green Canopy / Treebilee planting

As part of the Platinum Jubilee celebrations, on Friday 11 March (the 70th day of 2022) the Town Council planted over 70 trees in the Cowpasture Meadow with the Friends of Abbey Grove as well as in other locations. Also on this day the Town Council joined East Suffolk Council in the planting of seven Oak trees – one for each decade of Her Majesty's reign - at Langer Park.



Blue flag

The Town Council were delighted that once again Felixstowe South and Pier were recognised as one of the country's best beaches and were awarded a Blue Flag and Seaside award by the environmental charity Keep Britain Tidy. In order to receive the Blue Flag award beaches must



comply with several criteria covering environmental education and information, water quality, environmental management, safety, and services. It was a great team effort to achieve these awards and thanks must also go to Visit Felixstowe and East Suffolk Council as well as the army of volunteer litter-pickers who play a huge part in keeping the beach clean. The Seaside Award recognises and rewards beaches in England that achieve the highest standards of beach management and, in the case of bathing beaches, meet the required standards for water quality. Felixstowe consistently meets the criteria for 'excellent' international bathing water quality standards and, until January 2022, was the only beach in Suffolk to meet this exacting standard.

Remembrance



The Council and the Felixstowe Branch of the Royal British Legion supported several commemorative events in the town in 2021. Leading up to Amistice Day on Thursday 11 November the road sign project in partnership with Felixstowe Remembers and local businesses saw poppies installed throughout the town and signs erected in 66 roads to recognise the 212 residents that were lost because of war.



The crowds returned for the Remembrance Sunday service. In advance of this the setting of the War Memorial was refurbished with paving to provide a wider space for people to stand and lay wreaths and some sustainable hedging on the borders.

Flag Flying

A variety of flags have been raised throughout the year on the flagpole outside the Town Hall, this included the Suffolk Day Flag on 21 June, the Armed Forces flag for Armed Forces Week, the Red Ensign Flag on Merchant Navy Day 3rd September 2021 and the Commonwealth Day flag on 8 March. A touching service was held for Ukraine with the raising of the flag which is currently flying from the Town Hall. The Blue Flag and Union Jack have also been flown throughout the year.



CCTV review

The Town Council, together with East Suffolk Council and the Suffolk Constabulary, has started to review the town's CCTV provision with a view to upgrading the quality and improving the coverage.

Seafront Lighting

Alongside the requirements for CCTV, committee has also been approached by East Suffolk Council to become involved in a project to consider replacement seafront lighting as the current festoon lighting is reaching the end of its serviceable life in the next 5 years. Committee agreed that this was a great opportunity to consider something spectacular but also energy efficient and resilient for the seafront.

PLANNING & ENVIRONMENT COMMITTEE

Chairman: Cllr Stuart Bird

Planning Applications

During 2021/22 the Planning & Environment Committee considered a total of 233 local planning applications. Committee noted that on 88.4% occasions (145 of 164 reported decisions) East Suffolk Council has concurred with the Town Council's recommendation. Of those cases where there was contrasting view, a referral panel at East Suffolk Council reviewed the Town Council's recommendations before deciding whether to refer the application to the District Council's Planning Committee for determination.

Cycling and Walking consultation



The Council has been working with both Trimley Parish councils and East Suffolk Council on the Draft East Suffolk Cycling and Walking Strategy. Together, the councils have submitted many recommendations designed to improve access to safe and convenient routes for walking and cycling.

Community Infrastructure Levy (CIL)

Council received CIL payments from East Suffolk Council totalling £77,289.65 in 2021/22. These funds are held in a separate Earmarked Reserve and are ringfenced to support appropriate projects within a five-year timescale allowed by legislation. Consultation has taken place to identify suitable projects and a Parish Infrastructure Investment Plan (PIIP) is being drawn up to priorities these in advance of delivery. £10,000 from previous CIL money received during the period 2018-20 was granted to the Felixstowe Allotment Association to provide a community hut.

PERSONNEL COMMITTEE

Chairman: Cllr Mark Jepson

Committee regularly reviews the Staff Handbook and associated staffing policies. Following a recommendation from the Personnel Committee, Council adopted a Real Living Wage Policy in 2019 and is committed to pay all its staff in accordance with the independently calculated Real Living Wage as a minimum. www.livingwage.org.uk.

2021 saw the recruitment of two apprenticeship posts, which had been approved by Council within the salaries structure and budget from April 2021/22. The educational apprenticeship schemes to support the posts – a Level 2 Horticulture and Landscape Operative and a Level 3 Business Administration – are being delivered under the direction of Suffolk College.

YOUTH FORUM

Felixstowe Town Council's Youth Forum is a multi-representative group of young people nominated by school councils and youth projects in Felixstowe. The Forum meets regularly with local Councillors and other local stakeholders at the Town Hall and meetings are chaired by the young people themselves on rotation basis. Debate is encouraged to enable a young person's perspective to be placed on issues which they themselves bring up and which are fed back to the local schools. During the pandemic it was not possible to meet in this way, however, April saw a return to the Youth Forum meetings with a new vigor.

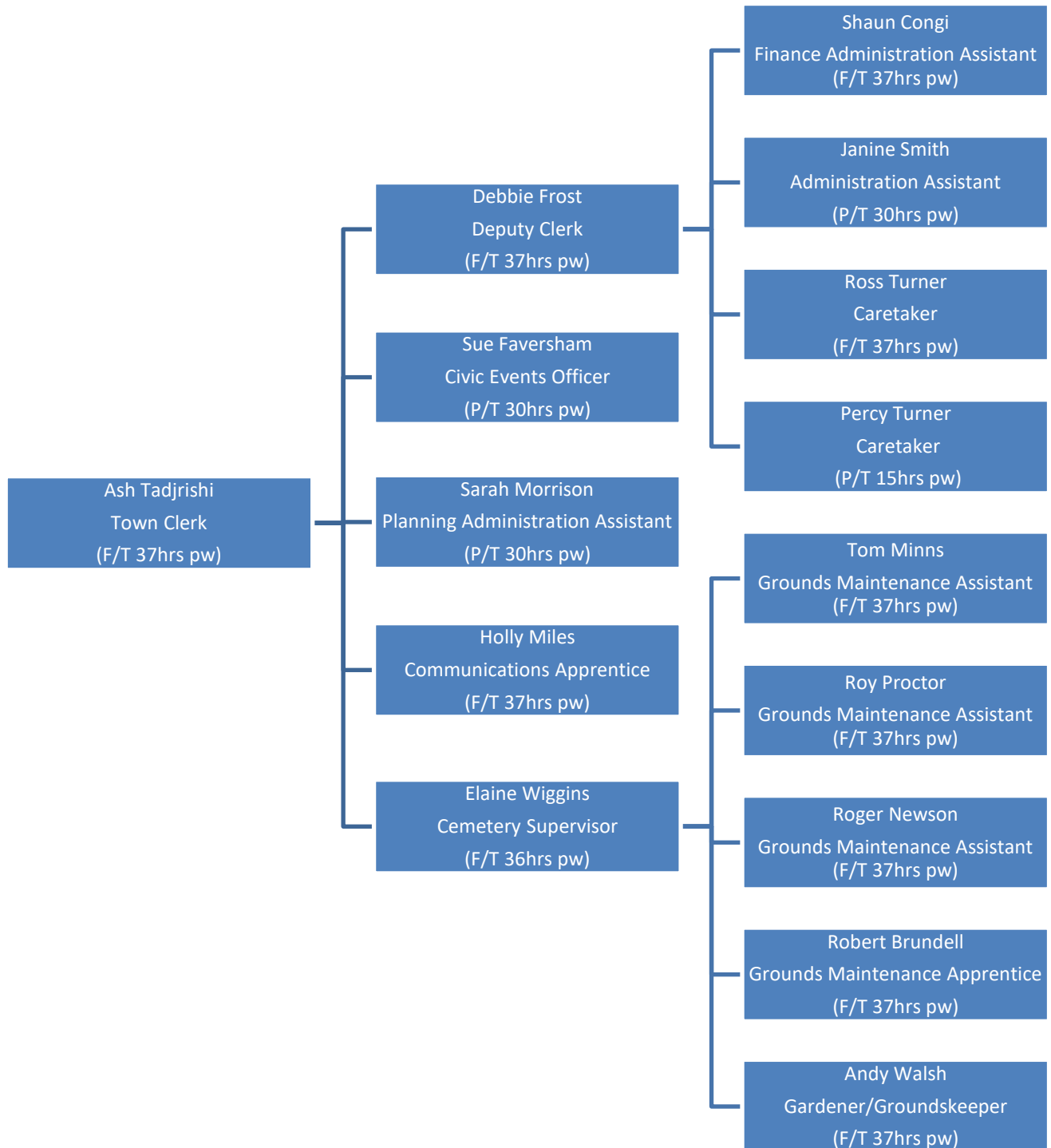


The environment continues to be appropriately prevalent and this theme has been given to the Youth Forum to hear about environmental projects in schools as well as sharing ideas. At the most recent meeting, members were keen to hear from Colneis Junior School about the work they had been doing recently alongside Fairfield Infants to promote protection of the trees



The Federation of Fairfield and Colneis Eco Warriors

FELIXSTOWE TOWN COUNCIL STAFF STRUCTURE



COUNCIL & COMMITTEE MEETINGS 2022/23

	9.15am	7.30pm
Wed, May 18, 2022		Annual Council (Mayor Making) 7pm
Wed, May 25, 2022	Planning & Environment	Finance & Governance
Wed, June 08, 2022	Planning & Environment	
Wed, June 15, 2022		Civic & Community
Wed, June 22, 2022	Planning & Environment	Full Council
Wed, July 06, 2022	Planning & Environment	Assets & Services
Wed, July 13, 2022		Finance & Governance
Wed, July 20, 2022	Planning & Environment	
Wed, August 03, 2022	Planning & Environment	
Wed, August 17, 2022	Planning & Environment	
Wed, September 07, 2022	Planning & Environment	Full Council
Wed, September 14, 2022		Civic & Community
Wed, September 21, 2022	Planning & Environment	Assets & Services
Wed, October 05, 2022	Planning & Environment	Personnel (6pm)
Wed, October 19, 2022	Planning & Environment	Civic & Community
Wed, October 26, 2022		Finance & Governance
Wed, November 02, 2022	Planning & Environment	
Wed, November 09, 2022		Full Council
Wed, November 16, 2022	Planning & Environment	
Wed, November 23, 2022		Assets & Services
Wed, November 30, 2022	Planning & Environment	
Wed, December 07, 2022		Finance & Governance
Wed, December 14, 2022	Planning & Environment	Civic & Community
Wed, January 11, 2023	Planning & Environment	Full Council
Wed, January 18, 2023		Finance & Governance
Wed, January 25, 2023	Planning & Environment	
Wed, February 08, 2023	Planning & Environment	
Wed, February 15, 2023		Civic & Community
Wed, February 22, 2023	Planning & Environment	Assets & Services
Wed, March 08, 2023	Planning & Environment	Full Council
Wed, March 22, 2023	Planning & Environment	Finance & Governance
Wed, April 05, 2023	Planning & Environment	Personnel (6pm)
Wed, April 12, 2023		Civic & Community
Wed, April 19, 2023	Planning & Environment	
Wed, April 26, 2023		Assets & Services
Wed, May 03, 2023	Planning & Environment	
Wed, May 10, 2023		Annual Town Meeting (7pm)

For more information and resources, please visit our website at www.felixstowe.gov.uk which provides details of all our services and facilities, information about Town Councillors, Council committees, meetings, agendas, minutes, policies, contact information and Council news.

Alternatively, please contact us:

Felixstowe Town Council

Town Hall

Felixstowe

IP11 2AG

Tel: 01394 282086

Email: enquiries@felixstowe.gov.uk

