

MINUTES of the **CIVIC & COMMUNITY COMMITTEE** meeting held at Felixstowe Town Hall on **Wednesday 21 October 2020** at **7.30pm**

PRESENT: Cllr S Wiles (Chairman) Cllr S Harkin
 Cllr D Savage (Vice-Chairman) Cllr G Newman
 Cllr S Bennett Cllr M Richardson
 Cllr S Gallant Cllr K Williams

OFFICERS: Mr A Tadjrishi (Town Clerk)
 Mrs D Frost (Deputy Town Clerk)

281. PUBLIC QUESTION TIME

There were none.

282. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr M Morris**.

283. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Gallant Cllr S Wiles	All	Local Non-Pecuniary (as Members of East Suffolk Council)
Cllr G Newman Cllr S Wiles	All	Local Non-Pecuniary (as Members of Suffolk County Council)
Cllr D Savage	289	Local Non-Pecuniary (as Council's representative to the Landguard Partnership)
Cllr G Newman	289	Local Non-Pecuniary (as Suffolk County Council's representative to the Landguard Partnership)

284. CONFIRMATION OF MINUTES

RESOLVED that the **Minutes of the Civic & Community Committee meeting held on 16 September 2020** be signed as a true record.

285. CIVIC & COMMUNITY BUDGET REPORT

The Committee considered a summary and detailed report showing income and expenditure against budget to 15 October 2020.

It was noted that, due to most Council events being cancelled as a result of the pandemic, there would be a net reduction across Committee's expenditure this

year. This was anticipated to offset the impact of a reduction in sponsorship and advertising revenue which had also been affected by the pandemic.

RESOLVED that the Budget Report to 15 October 2020 be received and noted as presented with no other action required at this time.

286. CORONAVIRUS GRANT APPLICATIONS

Committee considered applications for Coronavirus Grants from Stennetts Community Café and Disability Advice Service (East Suffolk).

Committee supported the work that Stennetts Community Café were providing for the local community, however, requested further information for the grant to be considered. On receipt of a new grant application form this could be considered virtually via email as previous Coronavirus Grants had been and reported to the next meeting.

A grant of £1,500 was approved for Disability Advice Service (East Suffolk) towards their Crisis Intervention and Listening Service project.

It was RESOLVED that:

- i. Further information and a new Coronavirus grant application be requested from Stennetts Community Café to be considered virtually between Members of the Civic & Community Committee and reported to the next meeting; and,**
- ii. A grant award of £1,500 be made to Disability Advice Service (East Suffolk) towards their Crisis Intervention and Listening Service project via the Occasional Grants budget.**

287. TREE DEDICATION FOR JOAN RICH

Committee noted the report detailing the cherry tree and plaque to be dedicated in recognition of the efforts of Ms Joan Rich who recently completed walking 102 laps of Allenby Park on her 102nd birthday raising nearly £25,000 for the NHS.

Members considered the cost, noting that the tree would be a substantial specimen of around 3-4 metres. Advice had been taken which had suggested that this time of year was an ideal time to plant the tree keeping it well fed and watered.

The official tree planting was planned to take place on 2nd November at 2pm, to which Joan Rich and her family would be invited. The Mayor of Felixstowe and the Chairman of East Suffolk Council would also be attending on behalf of their respective organisations.

RESOLVED that the dedication of a cherry tree to Joan Rich in Allenby Park at a cost of £333 +VAT be approved and funded via the Civic Events budget.

288. REMEMBRANCE 2020

Members received the report outlining the revised approach for Remembrance activities this year.

It was RESOLVED that the Remembrance 2020 arrangements be noted.

289. LANDGUARD PARTNERSHIP FUNDING

The Town Clerk gave a verbal update on the Landguard Partnership and Members were pleased to note progress with the governance review that was being carried out to support the wider aspirations for promoting and preserving the Landguard peninsula. Members noted the report detailing the appointment of a professional Curator/Manager being sought by Felixstowe Museum. The Town Council's level of funding provided to the Partnership, of which the Museum was a key member, was discussed and it was agreed that this should be increased for one-year to provide further support and reviewed once the governance review had been concluded.

It was RESOLVED that:

- i. the contribution to the Landguard Partnership be revised and increased from £1,000 to £5,000 in the recommended C&C budget for the year 2021/22; and,**
- ii. the Chairman of the Landguard Partnership be invited to a future Committee meeting to update Members with progress on the ongoing governance review.**

290. TRIM TRAIL AND ACCESSIBLE BEACH HUT AREA PROJECT

Members received the report on the need to relocate the Trim Trail equipment to accommodate the proposed accessible beach hut village on the site. Members reviewed an early sketch of the scheme and agreed that the proposals would enhance this area of the seafront area and were pleased to learn that a new block of Changing Places toilets were in the plans.

The Town Clerk advised that ESC were welcoming suggestions for a suitable name for the beach hut area and Members were invited to contribute their ideas.

In response to Members' queries, the Clerk confirmed that the Trim Trail equipment would fit well within its new proposed location and that there would be opportunities to enhance the area further with additional activity equipment.

Further details would be brought to Committee as the project moved forward.

RESOLVED that the Trim Trail and Accessible Beach Hut Area Project report be noted.

291. DRAFT BUDGET CONSIDERATIONS 2021-22

Committee considered first draft proposals for its element of the Council's 2021-22 budget and reviewed the accompanying notes to the budget estimates in the report. The Clerk explained that the budget included reduced estimates for income but maintained appropriate provisions to enable the usual events for 2021-22 to take place, though it was accepted that these could yet be affected by the ongoing pandemic.

Members requested that a budget for the Blue Flag be considered for inclusion and the Clerk advised that this could be included withing a new 'Promotional Activities' heading.

Members considered an increase to the grant funding provision, given the likelihood that community groups may require additional help in the forthcoming year. In addition to the Occasional Grants budget line, it was agreed that Council should be recommended to transfer £25,000 to a new Earmarked Reserve 'Community Support Fund' with delegated authority given to the Civic & Community Committee to administer funds in response to extraordinary community need.

It was RESOLVED that the draft proposals for the Civic & Community element of the Council's 2021-22 budget be recommended, as per the report, to Council's Finance & Governance Committee for further consideration with the following amendments:

- i. a new 'Promotional Activities' line be included in the budget to provide the opportunity to fund the Blue Flag scheme; and,**
- ii. £25,000 be transferred from reserves to a new 'Community Support Fund' Earmarked Reserve, with delegated authority given to Civic & Community Committee to administer funds in response to extraordinary community need.**

292. CLOSURE

The meeting was closed at 9.16pm. The next meeting was noted as being scheduled for Wednesday 16 December 2020 at 7.30pm.

Date: _____

Chairman: _____