

MINUTES of the **CIVIC & COMMUNITY COMMITTEE** meeting held at **Town Hall, Felixstowe** on **Wednesday 5 October 2022** at **7.30pm**

PRESENT: Cllr D Savage (Vice-Chairman)
Cllr D Aitchison
Cllr S Harkin
Cllr M Morris

OFFICERS: Mr A Tadjirishi (Town Clerk)
Mrs D Frost (Deputy Town Clerk)
Ms H Miles (Communications Apprentice)

IN ATTENDANCE: Cllr Steve Wiles (*via Zoom*)
Jenny Edgerley, Development Officer, East Suffolk Council
(*via Zoom*)

209. PUBLIC QUESTION TIME

There were none.

210. APOLOGIES FOR ABSENCE

Apologies for absence were received from, **Cllr S Gallant, Cllr G Newman, Cllr M Richardson, Cllr S Wiles** and **Cllr K Williams**.

211. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Harkin	222	Local Non-Pecuniary (as Communities Officer, Felixstowe Peninsula, East Suffolk Council)
Cllr D Savage	135	Local Non-Pecuniary (as a Trustee to Citizens' Advice)

212. CONFIRMATION OF MINUTES

RESOLVED that the **Minutes of the Civic & Community Committee meeting held on 15 June 2022** be signed as a true record.

213. LANGER PARK UPDATE

Committee welcomed Ms Jenny Edgerley, East Suffolk Council Development Officer, who gave a presentation on the ongoing development project at Langer Park. It was noted that there had been some damage to the guards surrounding the oak trees planted under the scheme for The Queen's Platinum Jubilee. New benches designed by a local designer had been installed. The toilet block had now been refurbished and it was noted that the opening times were being adjusted to minimise the risk of vandalism and antisocial behaviour.

New signs had been established at the entrance to Langer Park, with an anti-graffiti covering.

Jenny reported that agreement had been made in principle to access the water course near Langer Park to improve drainage in the area. This should help to resolve the flooding issues.

Work was due to commence begin next Spring to update the play area. New equipment including a new climbing frame will be installed and three pieces of pre-existing play equipment retained. The surface would be replaced with the same 'Matta' material that was used in Gosford Way and Allenby Park play areas. Railings surrounding the park have been painted and two new football goals have been ordered.

Following the Town Council's interest in supporting the delivery of the 'Lost Creek Play Trail' Ms Edgerley had contacted several companies to carry out this work, to the value of £15,000 which had previously been suggested for this element. East Suffolk Council had selected Groundworks East as the contractor and Committee saw some example images of wooden sculptures that had been the result of a previous project. Ms Edgerley advised that this company had been selected on the basis of their proposal to develop the project by having an open consultation event on the site so local people can collaborate with the artist to help form ideas. Members asked that the proposal be forwarded to the Town Council for formal consideration and approval.

Members discussed the possibility of a 'Resilience Memorial' and it was agreed that this element should be postponed due to the current cost-of-living crisis.

Planting of wildflowers was suggested as a good biodiversity option.

It was RESOLVED that :

- i. The update on Langer Park be noted;**
- ii. the work suggested in the presentation be supported; and,**
- iii. Ms Edgerley to forward the proposal for the Lost Creek Play Trail for further consideration by the Council.**

214. CIVIC & COMMUNITY BUDGET REPORT

The Committee considered a summary and detailed report showing income and expenditure against budget to 28 September 2022.

Committee noted that income from sponsorship for Felixstowe in Flower and the Council's Magazine had yet to reach pre-pandemic level and was under budget.

RESOLVED that the Budget Report to 28 September 2022 be received and noted as presented with no other action required at this time.

215. ANNUAL GRANTS, COMMUNITY FUND PROJECTS & CHRISTMAS LIGHTS 2022/23

Committee considered applications for on-going funding support from several local partner organisations and a report from Harwich Harbour Ferry Services.

It was RESOLVED that:

- i. £6,750 towards the provision of the 2023 Christmas lights be included as part of the recommendations for the 2023/24 budget alongside the following:**

As Annual Grants:

Art on the Prom	£2,000
Citizen's Advice	£3,000
Felixstowe Book Festival	£2,000
Felixstowe Carnival	£3,000
Felixstowe Council for Sport and Recreation	£300
Felixstowe Coast Patrol	£1,500
Landguard Fort	£1,000
Wesel Twinning Assoc.	£200
Salzwedel Twinning Association	£ 200
Total	£13,700

Through Community Fund Projects:

Level Two	£10,000
Harwich Harbour Ferry Services Partnership	£1,000
Total	£11,000

216. OCCASIONAL GRANT UPDATE

The Deputy Town Clerk updated Members on correspondence received from St Philips Community Hub confirming plans for Christmas provisions from the ringfenced Occasional Grant. Members agreed to release the grant. An update was also received from Suffolk Mind in respect of a grant award of £1,600 made in June 2022. The organisation requested that it be permitted to use the grant to support the provision of alternative courses, such as 'Supporting Other's Mental Health' and their 'Mental Health Toolkit' course, due to the impact on Pastors' time because of workload created by the cost-of-living crisis.

It was RESOLVED that:

- i. the ringfenced grant of £990 be released to St Philips Community Hub towards their Christmas Party, with Christmas Flower decorations and a gift; and,**

- ii. **Suffolk Mind be thanked for updating Committee on the change in training for which the grant had originally been awarded, with a report requested from the organisation by the end of the financial year.**

217. REMEMBRANCE 2022

Members received the report outlining Remembrance activities this year.

It was RESOLVED that the Remembrance 2022 arrangements be noted.

218. CHRISTMAS LIGHTS AND EVENTS 2022

Members received the report detailing the planned Christmas events.

Committee considered a request from the Felixstowe BID for funding support towards Christmas 2022 events.

It was noted that the BID were bringing back the ice rink, with some funding towards this from East Suffolk Council, and with the Town Council's support the the Christmas offer could be enhanced with further festive elements. Amongst the plans, Committee noted that there would be a craft Christmas tree at Great Eastern Square, stilt-walkers and other live festive attractions in the town centre. The BID were also commissioning local artist, Tracy Barrit-Brown, to create angel sculptures and were also looking to source a centrepiece item such as a carousel, helter-skelter as well as other decorative additions.

Members were happy to become a partner in these celebrations and it was agreed that £3,000 from the Council's seasonal events budget should be put towards the festivities.

It was RESOLVED that :

- i. **The report on Christmas Lights and Events 2022 be noted; and,**
- ii. **£3,000 be allocated to Felixstowe BID to support Christmas 2022 events.**

219. CHRISTMAS CIVIC SERVICE AND MAYOR'S CHARITY EVENT

Members received the report detailing the planned Mayor's Charity Events and Civic Christmas Carol Service.

It was RESOLVED that the report on the Civic Christmas Carol Service and Mayors Charity Events be noted.

Cllr D Aitchison left the meeting at 20.40

220. FELIXSTOWE IN FLOWER

Members received an update on Felixstowe in Flower. Members were sorry to learn that Grange Nurseries, which had previously supplied the flowers for the baskets, were no longer trading. Committee considered two quotes from alternative suppliers and chose the local and cheaper quotation.

The Clerk advised that sponsorship for Felixstowe in Flower should be reviewed for the forthcoming year, given that two long-standing key sponsors were no longer able to continue sponsoring to the same level. Committee also noted that there could be extra costs for structural column testing in future years. This was relevant for both hanging baskets and Christmas lights. Suffolk County Council had confirmed that lampposts would not be replaced unless they do not fulfil their statutory obligation. Committee noted that there were currently 5 lampposts now out of use for Felixstowe in Flower and the Christmas light. Whilst the 5 lampposts were situated in such locations that they should not significantly impact on the overall display, should further columns become unavailable it would become quite noticeable.

It was RESOLVED that:

- i. the report on Felixstowe in Flower be noted;**
- ii. an order be placed with Supplier A at £5,597+VAT for the flowers to be planted in baskets and troughs for Felixstowe in Flower 2023, with the cost to be included in the budget for 2023/24.**
- iii. any further notifications from Suffolk County Council regarding lampposts failing structural testing requirements to be reported to Committee.**

221. COMMUNITY EMERGENCY PLAN

Committee received the update from the Community Emergency Plan Working Group and considered the adoption of a Community Self-Help agreement with Suffolk Council. Cllr Wiles updated Committee that the use of water pumping equipment, which the Langer Road Flood Group had been hoping to purchase has already been pursued, and was contrary to the self-help agreement.

It was RESOLVED that:

- i. the report on the Community Emergency Plan be noted;**
- ii. the Langer Road Flood Group be enabled to enter into the self-help agreement led by Felixstowe Town Council; and,**
- iii. the Community Emergency Working Group to remain in contact with the Langer Flood Group, and update Committee on the implementation of the self-help agreement.**

222. COST OF LIVING FUND – FUNDING FRAMEWORK

Members considered the process and framework for the administration of the Council's Cost-of-Living funding support, £50,000 allocated via the Community Fund and Community Support Fund Earmarked Reserve (*Minute #82i 2022/23 refers*).

Committee agreed that this fund should build on the work being carried out by East Suffolk Council on their 'Ease the Squeeze' campaign, adding value to projects that were being supported in Felixstowe. To ensure that funds could be directed to organisations that were operating local for the benefit of Felixstowe residents, Councillors were asked to consider community groups within their wards which may need funding to assist them in delivering community support.

To expedite the consideration of funding, Committee delegated authority to the Clerk to commit expenditure from the Council's Cost-of-Living funding support, in consultation with a small panel from the Civic & Community Committee, to include the Chairman, Vice-Chairman, Cllr Harkin and Cllr Morris. Committee also considered options for a 'Cost of Living' leaflet to be distributed throughout the town.

It was RESOLVED that:

- i. funding be allocated for 14,000 four-sided, A4 leaflets, highlighting the availability of local cost-of-living support, for distribution to all IP11 addresses. The cost of £1,382 to be taken from the Community Fund and Community Support Fund Earmarked Reserve; and,**
- ii. authority be delegated to the Clerk to commit expenditure from the Council's Cost-of-Living support fund of £50,000, in response to funding requests, in consultation with a small panel from the Civic & Community Committee, to include the Chairman, Vice-Chairman, Cllr Harkin and Cllr Morris.**

223. DRAFT BUDGET CONSIDERATIONS 2023-24

Committee considered first draft proposals for its element of the Council's 2023-24 budget and reviewed the accompanying notes to the budget estimates in the report.

It was RESOLVED that the draft proposals for the Civic & Community element of the Council's 2023-24 budget be recommended, as per the report, to Council's Finance & Governance Committee for further consideration, subject to the annual grants budget being amended to £13,700, as per Minute #215 2022/23 above.

224. CLOSURE

The meeting was closed at 9.30pm. The next meeting was noted as being scheduled for Wednesday 14 December 2022 at 7.30pm.

Date: _____

Chairman: _____