MINUTES of the CIVIC & COMMUNITY COMMITTEE meeting held at Felixstowe Town Hall on Wednesday 19 June 2019 at 7.30pm

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

Cllr S Bennett Cllr M Richardson

OFFICERS: Mrs D Frost (Deputy Town Clerk)

73. PUBLIC QUESTION TIME

There were none.

74. APOLOGIES FOR ABSENCE

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

75. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr D Savage	78	Local Non-Pecuniary (as a Trustee to Music in Felixstowe)
Cllr M Morris	78	Local Non-Pecuniary (as a Friend of Music in Felixstowe)

76. CONFIRMATION OF MINUTES

RESOLVED that the Minutes of the Civic & Community Committee meeting held on 17 April 2019 be signed as a true record.

77. CIVIC & COMMUNITY BUDGET REPORT

The Committee considered a summary and detailed report showing income and expenditure against budget to 12 June 2019.

RESOLVED that the Budget Report to 12 June 2019 be received and noted as presented with no other action required at this time.

78. OCCASIONAL GRANTS: ROUND1 2019/20

Committee considered completed applications for funding received prior to the 31 May 2019 deadline for the first round of Occasional Grants. The total of grant funding requested in this first round being £34,224.00.

Committee proposed that grants be awarded on the following basis:

Felixstowe Area Community Transport

Awarded funding of £2,000 towards the cost of accessibility modifications for a new minibus.

Felixstowe Coast Watch

Awarded £1,500 towards the replacement of their old Monocular Scope with Binoculars.

Felixstowe Creative Arts Trust (F-CAT)

Awarded £1,000 towards the development of Two Sisters Arts Centre.

Felixstowe Friendly Visiting Service

An award of £945 towards providing coach transport for outings for the elderly, socially isolated and disabled people within the Felixstowe area.

Felixstowe Musical Theatre

Awarded £400 towards the purchase of a modern amplifier (portable Bluetooth speaker).

Majestic Voices

£600 ring-fenced grant to be awarded after confirmation of complete funding for the purchase of a keyboard/electric piano and quotes.

Music in Felixstowe

Awarded £2,000 towards the free open-air Proms Concert on 10 August 2019.

Pier Projects

Awarded £1,000 towards a programme of contemporary art, community engagement and work with young people in Felixstowe.

Stennets Community Cafe

Awarded £500 towards their Free Lunch and Activity Project.

Members requested some clarification from the Town Clerk regarding PTA (Parent Teacher Associations) from local schools seeking grants.

It was RESOLVED that:

- i. for the first round of Occasional Grants for 2019/20 a total of £9,945 be awarded and approved for payment on the basis of the schedule above; and,
- ii. The Town Clerk provides Members with some guidance for any enquiries they may receive from PTAs from local schools.

79. ARMED FORCES WEEKEND LEGACY GRANT

Members considered the report on the Armed Forces Weekend legacy grant and noted the applications received and awarded to date. Members advised that they

would be pleased to see applications connected to the Remembrance 2019 and VE day 75th Anniversary and for the legacy grant fund to be fully utilised during the 2019/20 financial year.

It was RESOLVED that:

- i. the Armed Forces Weekend Legacy Grant report be noted; and,
- ii. Cllrs S Gallant, S Harkin, D Savage and K Williams be appointed as representatives to the AFW Legacy Fund Sub-Committee.

80. REMEMBRANCE 2019 & VE DAY 75TH ANNIVERSARY 2019

Members received the report outlining details for Remembrance 2019 and the VE Day 27th Anniversary. Members agreed that Cllr D Aitchison should represent the Committee on the regular planning meetings that would be held from now until the November and May events. It was noted that as Cllr Aitchison was also involved with the Royal British Legion he would report back to Committee on a regular basis as part of a standing agenda item. Members also agreed that it would be useful for Cllr S Harkin to also attend the primary planning meetings.

Cllr D Aitchison outlined some initial ideas that signs be purchased for the end of each road where soldiers lived, there would be over 50 roads and a quote has been received. The Royal British Legion would fund half and an application would be made for the other half from the Armed Forces Weekend Legacy Grant fund.

It is envisaged that the VE Anniversary events will take place over the whole bank holiday weekend starting on Friday 8 May and it is likely that sponsorship will be sought from outside companies to cover some of the costs involved.

It was RESOLVED that

- i. the Remembrance 2019 and VE Day 75th Anniversary update report be noted;
- ii. A regular report be brought to Committee on plans for both the Remembrance and VE 75th Anniversary events.

81. FLY THE RED ENSIGN FOR MERCHANT NAVY DAY

Members received the report on the flying of the Red Ensign flag for Merchant Navy Day and agreed for the online registration form to be completed.

It was RESOLVED that the Red Ensign Flag be raised on 3 September 2019 and the online registration form on the Merchant Navy Day website be completed.

82. FELIXSTOWE TOWN COUNCIL MAGAZINE

Members were pleased with the first 'Summer' edition of the new Town Council Magazine and passed on their congratulations to the Town Clerk, Deputy Town Clerk and all those who had worked on the publication.

It was reported that each of the Councillors residing in Felixstowe had received the magazine at their home address.

Councillors gave some feedback for the Working Group including putting an article in about Council's Youth Forum detailing what it does and how it works, an article on the Fairtrade Forum for their 10th Anniversary and photographs of each Councillors (space permitting).

RESOLVED that the feedback for the Town Council Magazine be noted and reported to the Working Group for consideration in the Autumn edition.

83. <u>FELIXSTOWE IN FLOWER 2018</u>

Members considered the Felixstowe in Flower report and recorded a vote of thanks to Mrs Sue Faversham for her hard work in gaining sponsors.

Members confirmed that they had all received their pots and had planted them up in preparation for the Felixstowe in Flower Launch on Saturday 22 June. Members also noted the Awards Ceremony date of Friday 13 September 2019.

RESOLVED that the Felixstowe in Flower report be noted.

84. **SUFFOLK DAY 2019**

Members discussed the final arrangements for the Suffolk Day celebration weekend and the 'tea and cake' event at the Town Hall from 2-4 pm on Friday 21 June.

RESOLVED that the Suffolk Day celebration report be noted.

85. 45th ANNIVERSARY OF TWINNING WITH WESEL

Members noted the report on the recent Civic visit from the Bürgermeisterin and Civic Party from Wesel and the letter of thanks received. The Chairman gave the newly elected Councillors some insight into the benefits of town twinning and how Felixstowe had benefited from the partnership over the last 45 years.

RESOLVED that the Wesel Twinning report be noted.

86. 25th ANNIVERSARY OF TWINNING WITH SALZWEDEL

Members noted the report on the forthcoming 2019 twinning visit from the Salzwedel Association. Members were looking forward to meeting the party at the Mayor's Civic Reception on 19 July.

RESOLVED that the Salzwedel Twinning report be noted.

87. LANDGUARD PARTNERSHIP AGREEMENT REVIEW

The Chairman outlined details of the Landguard Partnership and its history. Members noted the annual contribution of £1,000 which had been budgeted for, and the meeting facilities provided as an 'in kind' contribution.

Members viewed the draft Partnership agreement and requested information on what changes had been made to the agreement apart from the change from Suffolk Coastal District Council to East Suffolk and the removal of the Port of Felixstowe as a partner from the agreement.

It was RESOLVED that:

- i. the Landguard Partnership Agreement review report be noted as received; and
- ii. subject to the Chairman confirming the extent of the changes to Members via email, the new draft Landguard Partnership Agreement be approved.

88. CCTV REPORT Q4 2018/19

The Chairman gave members details of the current CCTV arrangements and its history. Members noted the CCTV summary from STC Solutions. Members requested a tour of the CCTV control room be arranged.

It was RESOLVED that:

- i. the Q4 2019/20 CCTV report from STC Solutions be noted as received; and
- ii. the Deputy Town Clerk arrange a visit to the CCTV Control Room.

89. CLOSURE

The meeting was closed at 9.31pm. The next meeting was noted as being scheduled for Wednesday 25 September 2019 at 7.30pm.

Date:	Chairman: