

**MINUTES** of the **CIVIC & COMMUNITY COMMITTEE** meeting held at **Town Hall, Felixstowe** on **Wednesday 16 February 2022** at **7.30pm**

**PRESENT:** Cllr S Wiles (Chairman) Cllr S Harkin  
Cllr D Savage (Vice-Chairman) Cllr M Morris  
Cllr D Aitchison Cllr G Newman  
Cllr S Gallant

**OFFICERS:** Mr A Tadjrishi (Town Clerk)  
Mrs D Frost (Deputy Town Clerk)  
Mrs S Faversham (Civic Events Officer)  
Ms H Miles (Communications Apprentice)

**IN ATTENDANCE:** Mrs J Edgerley, ESC Development Officer (Felixstowe)  
Mrs L Hack, ESC Delivery Manager  
2 Members of the public (*via Zoom*)

**357. PUBLIC QUESTION TIME**

There were none.

**358. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr M Richardson** and **Cllr K Williams**.

**359. DECLARATIONS OF INTEREST**

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr S Gallant Cllr M Richardson 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)

**360. CONFIRMATION OF MINUTES**

**RESOLVED** that the **Minutes of the Civic & Community Committee meeting held on 19 January 2022** be signed as a true record.

**361. LANGER PARK ENHANCEMENTS PRESENTATION**

Members received a presentation on plans for the enhancements to Langer Park by Jenny Edgerley, Development Officer (Felixstowe), East Suffolk Council and Laura Hack, Delivery Manager, East Suffolk Council.

Committee noted that a public consultation was carried out in June 2020 followed by a consultation with local community groups in June 2021. In September 2021 the Trim trail was relocated from Sea Road and is now in place in a loop round the park. It was noted that the onward upkeep of the Trim Trail would be

maintained by Norse within the wider Langer Park schedule on behalf of East Suffolk Council.

Members were advised that, on 11<sup>th</sup> March, 7 oak trees would be planted for the Queen's Platinum Jubilee, and in June, two new benches made from Oak trees from the Grove woodlands will be put in place. New play equipment was being planned for ages 5-12 with some fully accessible play equipment, new signage, a refurbishment of the toilets and wheelchair friendly picnic benches. A Member asked if ESC would be consulting with the Disability Forum and it was agreed that this would be followed up. Members commented on the vulnerability of public toilets to vandalism and asked whether CCTV was being considered. Ms Hack advised that measures were being considered to make the toilets as vandal-proof as possible and that there was already CCTV nearby.

The Town Council was asked to consider support for a memorial feature to mark the impact of coronavirus on the community and the resilience of Felixstowe. In keeping with the theme of 'resilience', any such memorial would need to be of a durable material which would not require much in the way of ongoing maintenance, for example a significant piece of rock or granite, to commemorate the pandemic.

Flooding was discussed as it was noted that the park would always be susceptible to this issue due to its topography. Ms Hack advised that this was in hand and the watercourse would be managed appropriately.

Members were impressed by the project plans and looked forward to more details soon. Mrs Edgerley agreed to share the presentation slides with the Council.

Following the conclusion of the presentation Committee discussed the concept of the memorial and proposals for the play/family focused features by the creek area and whether the Town Council should make contribution towards these areas. This Town Clerk advised that funding for this could come via the Community Fund Earmarked Reserve, or potentially CIL, though this would require authorisation from Council on a recommendation of Committee.

Members suggested that further information should be sought on the what could be achieved for the memorial and creek features for around £10,000 and £15,000 respectively.

**Committee NOTED the presentation on Langer Park enhancements and thanked Mrs Edgerley, Ms Hack and the design architect for their hard work on the project.**

### **362. CIVIC & COMMUNITY BUDGET REPORT**

The Committee considered a summary and detailed report showing income and expenditure against budget to 10 February 2022.

**It was RESOLVED that the Budget Report to 10 February 2022 be received and noted as presented with no other action required at this time.**

### **363. THE QUEEN'S PLATINUM JUBILEE WEEKEND**

Committee received an update report on the Queen's Platinum Jubilee.

**It was RESOLVED that the report on the Queen's Platinum Jubilee be noted.**

### **364. ANNUAL TOWN MEETING/CIVIC AWARDS 2022**

Committee noted the report on the Annual Town Meeting including the presentation of the Civic Awards. Members noted that it was not possible to currently hire the Felixstowe School as in previous years. The Civic Events Officer advised that Harvest House and The Orwell Hotel were being investigated as potential alternative locations. Members suggested the Orwell Hotel would be preferable to Harvest House due to parking.

Committee discussed the Civic Awards, which this Platinum Jubilee year, would seek to celebrate community contributions made by local volunteers throughout the Queen's reign. Following further discussion, it was agreed that a special service award should also be considered. It was also agreed that the Civic Awards branding should have a 'jubilee' refresh to help promote the significance of the year.

**It was RESOLVED that the Annual Town Meeting and Civic Awards report be noted.**

### **365. FELIXSTOWE IN FLOWER 2022**

Committee noted the report on Felixstowe in Flower and considered the competition categories. It was suggested that a limit be placed on the number of categories that each entrant could enter and an extra category of 'Best Newcomer' (not just for allotments) be considered. Members suggested that a publicly-voted 'Best Jubilee theme' award be introduced for this year only, with voting via social media. Members asked that some competition entry forms be made available at the tourist information hut.

**It was RESOLVED that:**

- i. The Felixstowe in Flower 2022 report be noted;**
- ii. Two new categories for 'Best Newcomer Overall' and 'Best Jubilee theme' be created;**
- iii. The 'Best Jubilee theme' entries go out for a public vote via social media; and**
- iv. Competition forms are given to the Tourist Information Hut to promote.**

### **366. TOWN CENTRE TREE PLANTERS**

Committee considered a tabled report on tree planters in the Hamilton Road shared space. It was noted that new wooden planters were estimated to cost around £400 each, with appropriately sized trees for each likely to cost a similar amount. Members agreed that the Council should use the underspend in the bedding plants budget to purchase wooden tree planters and trees for the shared space. The Town Clerk reported having consulted with the BID on the possibility of additional tree planters to the north and south of shared space also. Committee noted a request from the BID asking whether a local shopkeeper could refurbish the traffic-restricting planters at the entrance to the shared space area, which would include repainting them to a different colour. Members supported this idea.

**It was RESOLVED that authority be delegated to the Town Clerk, in consultation with the Chairman and Vice-Chairman, to purchase new tree planters and suitable trees, and circulate the information to all Members of the Committee via email.**

### **367. OCCASIONAL GRANTS POLICY**

Committee reviewed the Council's Occasional Grants Policy.

**RESOLVED that the Occasional Grants Policy for 2022/23 be recommended to Council for adoption as presented with no changes.**

### **368. PRESS & MEDIA POLICY**

Committee reviewed the Council's Press & Media Policy.

**RESOLVED that the Press & Media Policy for 2022/23 be recommended to Council for adoption as presented with no changes.**

### **369. OCCASIONAL GRANT APPLICATION – FELIXSTOWE AREA COMMUNITY TRANSPORT**

Committee considered the grant application from FACTS for funding towards repairs to the FACTS portacabin.

**It was RESOLVED that an Occasional Grant of £2,000 be awarded and approved for payment to Felixstowe Area Community Transport (FACTS).**

### **370. CLOSURE**

The meeting was closed at 9.31pm. The next meeting was noted as being scheduled for Wednesday 20 April 2022 at 7.30pm.

---

Date: \_\_\_\_\_

Chairman: \_\_\_\_\_