

**MINUTES of a CIVIC & COMMUNITY COMMITTEE MEETING held at  
TOWN HALL, Felixstowe, on Wednesday 13 December 2023 at 7.30pm**

**PRESENT:** Cllr M Sharman (Chairman)  
Cllr C Franklin (Vice Chairman) Cllr A Folley  
Cllr D Aitchison Cllr M Morris  
Cllr J Candy Cllr B Price

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

**IN ATTENDANCE:** 1 Member of the Public (*via Zoom*)

**336. PUBLIC QUESTION TIME**

None.

**337. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr N Barber** and **Cllr S Harkin**.

**338. DECLARATIONS OF INTEREST**

The following Other Registerable Interests, to which no matters on the agenda were directly related, were noted:

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr A Folley Cllr J Candy	All	Other registerable interests (as Members of East Suffolk Council)

The following Other Registerable Interests, to which matters on the agenda were directly related, were noted:

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr D Aitchison	342	Other registerable interests (as Trustee to the Felixstowe Hospital League of Friends)

Having confirmed that his interest was directly affected by the matter on the agenda, Cllr Aitchison advised that he would leave the meeting prior to any debate and decision on matters relating to the Felixstowe Hospital League of Friends.

Members were advised that, should any matters arise in the meeting that directly relate to any of their interests, they should make appropriate declarations at that time.

### **339. CONFIRMATION OF MINUTES**

It was **RESOLVED** that the Minutes of the Civic & Community Committee meeting held on 11 October 2023 be confirmed as a true record.

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

The Committee considered a summary and detailed report showing income and expenditure against budget to 6 December 2023.

**RESOLVED** that the Budget Report to 6 December 2023 be received and noted as presented with no other action required at this time.

### **341. OCCASIONAL GRANTS 2023-24**

Committee considered the release of the remaining Round 1 Grant to Dora Brown of £800. Now that a Felixstowe family had been identified it was agreed to release the grant.

Committee considered completed applications for funding received prior to the deadline for the second round of Occasional Grants. The total of grant funding requested in this first round being £22,724.98 from a pot of £15,370.

**Having declared an Other-Registerable Interest in Felixstowe Hospital League of Friends, Cllr D Aitchison left the Chamber during any discussion and consideration of a grant to this organisation.**

It was **RESOLVED** that:

- i. The remaining grant of £800 from Round 1 awarded to Dora Brown be released for payment; and,**
- ii. the following Occasional Grants for Round 2 be awarded:**

<b>Name of Organisation</b>	<b>Grant Project</b>	<b>Amount Awarded</b>
Cuppa	PAT Testing equipment for Repair Café	£445
Felixstowe & Suffolk Bowling Club	Repair and improve walkways and footpaths	£1,000
Felixstowe Community Hospital League of Friends	Hospital Staff Garden Rest Area	£1,650
Felixstowe Ferry Sailing Club	Safety Boat Rebuild & Replacement Engine	£500
Felixstowe Men's Shed	Enhanced Woodturning	£1,200

Friends of Felixstowe Library	Felixstowe Library Audio Visual Corner	£4,000
Headway Suffolk	Support for People with Neurological Conditions	£500
Home-Start in Suffolk	Volunteer recruitment and training	£1,000
Music in Felixstowe	Free Music for All - 2024	£2,000
Old Felixstowe Nursery	Teaching children life skills and understanding of the community and world around us. To include Den building kit, and role play equipment.	£720
St Andrews Pre School	Healthy Start project to widen children's food experiences	£720
St Philips Community Hub	To replace defibrillator pads	£175
Suffolk Accident Rescue Service (SARS)	SARS Felixstowe activity	£500
Suffolk Mind	The Felixstowe Counselling & Cost of Living Support Project	£1,980 *
The Salvation Army	Job Club to develop IT and employability skills through purchase of 6 Chromebooks	£550

**It was therefore RESOLVED that for the second round of Occasional Grants for 2023/24 a total of £14,960 be awarded and approved for payment based on the schedule above from the Occasional Grant Budget, \* with £1,980 for the Felixstowe Counselling and Cost of Living Support Project (Suffolk Mind) being funded from the Community Support Cost of Living Earmarked Reserve.**

#### **342. COST OF LIVING FUND**

Members considered the update on the Cost-of-Living Support Fund. The Clerk confirmed that the Cost of Living Bulletin was currently being circulated, with East Suffolk Council sharing a proportion of the cost.

**It was RESOLVED that the update on the Cost-of-Living Support Fund be noted.**

#### **343. REMEMBRANCE STREET SIGNS**

Committee considered the report on replacement of the Remembrance street signs.

**It was RESOLVED that the Town Council should administer the sponsorship funding received via Felixstowe Remembers in order to fund the replacement street signs.**

#### **344. 71<sup>st</sup> ANNIVERSARY OF THE FELIXSTOWE FLOODS**

Committee noted the event planned for 31<sup>st</sup> January 2024 to mark the 71<sup>st</sup> Anniversary of the North Sea Floods.

Members discussed the potential of having signage directing people to the Flood Memorial and it was suggested that Felixstowe Society may be interested in pursuing this. Also, to make more of the Felixstowe Tower and Cottages.

Cllr Aitchison confirmed that the Flood Road signs which were produced last year to mark the 70<sup>th</sup> Anniversary will be erected in the streets where residents died in the floods.

**It was RESOLVED that:**

- i. The report on the 71<sup>st</sup> Anniversary of the Felixstowe Floods be noted; and,**
- ii. Cllr Aitchison approach the Felixstowe Society regarding signage to the Flood Memorial and whether more can be done to promote the Felixstowe Tower and Cottages which were used during the Floods.**

#### **345. CCTV**

Committee noted the report on CCTV. The Deputy Town Clerk updated Members on correspondence just received from the new Project Manager for the East Suffolk Council CCTV project and how that affected the Town Council's plan to upgrade their CCTV.

The CCTV Working Group will be meeting in January to try and progress the project as soon as possible.

Committee discussed the existing contract and agreed to continue renewal on a quarterly basis.

**It was RESOLVED that :**

- i. the CCTV update report be noted, and,**
- ii. the quarterly contract with STC Solutions be renewed on a quarterly basis.**

#### **346. CLOSURE**

The meeting was closed at 9.13pm. It was noted that the next meeting was scheduled to take place on Wednesday 14 February 2024 at 7.30pm.

---

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

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