

MINUTES of the **ORDINARY COUNCIL** meeting held at Felixstowe Town Hall on
Wednesday 9 November 2016 at 7.30pm

PRESENT: Cllr Jan Garfield (Town Mayor) Cllr Jon Garfield
 Cllr N Barber (Deputy Mayor) Cllr T Green
 Cllr C Barham Cllr G Newman
 Cllr S Bird Cllr D Savage
 Cllr P Coleman Cllr A Smith
 Cllr M Deacon Cllr S Wiles
 Cllr S Gallant Cllr K Williams

OFFICERS: Mr A Tadjrishi (Town Clerk)
 Mrs L Monsen (Mayor's Secretary)

IN ATTENDANCE: Ms H Greengrass (Felixstowe Forward Change Director)
 Mr B Frost (Felixstowe Travelwatch)
 4 members of the Public, 1 member of the Press.

PUBLIC QUESTIONS

A member of the public asked what the view of the Council was concerning the merger of Suffolk Coastal District Council and Waveney District Council as this would make one of the biggest District Councils in the UK. Concern was raised that this could involve significantly reducing the number of district councillors and increase electoral ward sizes.

Cllr S Gallant responded that the proposal was out for consideration at the moment but felt that ward changes would affect the Waveney area more as SCDC's warding arrangement had been reviewed quite recently. Both councils' leaders of the Council were in favour of the merger as well as many district councillors. Cllr S Bird commented that although this proposal had not yet been voted on it was the next logical step as the two district councils had been working in partnership together for 8 years and it would make savings. Cllr A Smith advised that if the merger went ahead the new district council would encompass the whole of the Suffolk coastline and could have a bigger influence both regionally and nationally.

A member of the public reported that old signage was still on display along the promenade concerning no cycling prohibited near the Spa and The Hut. The Clerk undertook to follow this up.

PRAYERS

The meeting was preceded with prayers by Rev. Diane Smith, Trinity Methodist Church, Felixstowe.

314. APOLOGIES

Apologies for absence were received from **Cllr S Bloomfield**.

315. DECLARATIONS OF INTERESTS

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr P Coleman Cllr M Deacon Cllr T Green Cllr S Gallant Cllr D Savage Cllr A Smith	All	Local Non-Pecuniary (as Members of Suffolk Coastal District Council)
Cllr N Barber Cllr G Newman	All	Local Non-Pecuniary (as Members of Suffolk County Council)

316. REQUESTS FOR DISPENSATION

There were none.

317. QUESTIONS TO THE MAYOR

There were none.

318. CONFIRMATION OF COUNCIL MINUTES

It was RESOLVED that the Minutes of the Ordinary Council Meeting held on 14 September 2016; and the Minutes of the Extraordinary Council Meeting held on 26 October 2016, be signed by the Mayor as a true record and adopted by the Council.

319. MAYOR'S COMMUNICATIONS

The Mayor referred to the following list of engagements:

Oak House Open Day	16 September 2016
Felixstowe in Flower Awards Evening	16 September 2016
Battle of Britain Commemoration	18 September 2016
Stowmarket Civic Service	18 September 2016
<i>Deputy Mayor - Cycle Treasure Hunt</i>	18 September 2016
Aldeburgh Food & Drink Festival	24 September 2016
Mayor's Charity – Last Night of the Proms	24 September 2016
Hadleigh Civic Service	25 September 2016
Mayor of Ipswich Sunday Service	25 September 2016
112 th Birthday Celebrations of Olive Boar	29 September 2016
Suffolk County Scout Council AGM	29 September 2016

Macmillan M & S Great British Bake Off	30 September 2016
Sudbury Civic Service	2 October 2016
Felixstowe Carnival AGM	3 October 2016
Seafarers Riverside Evening	6 October 2016
Suffolk Harvest Festival	9 October 2016
Rural Summit for Suffolk	11 October 2016
A Visit to Port of Felixstowe with Heads of Missions from South Africa	11 October 2016
Gotelee Solicitors Evening	13 October 2016
Bungay Civic Service	14 October 2016
Mayor's Charity Craft Fair	16 October 2016
Needham Market Civic Service	16 October 2016
<i>Deputy Mayor – St John's Ambulance Service of Celebration & Awards Ceremony</i>	16 October 2016
Launch of Cycling on the Prom	18 October 2016
Felixstowe Travelwatch Meeting	18 October 2016
Presentation of Felixstowe Town Council Website Photographic Competition	19 October 2016
Mayor's Civic Reception	21 October 2016
Shared Suffolk Fire & Police Facility	24 October 2016
Planting Crocus for the Purple4Polio Campaign	26 October 2016
Wesel Civic Trip	27 – 31 October 2016
<i>Deputy Mayor – Bombay Nite Bash II</i>	27 October 2016
<i>Deputy Mayor – Launch of the Poppy Appeal</i>	29 October 2016
<i>Deputy Mayor – Orwell District Firework Night</i>	29 October 2016
The National Heritage Centre for Horseracing and Sporting Art Event with The Queen	3 November 2016
Thank you to the Friends of Seafront Gardens & Tourist Information Point Ambassadors	4 November 2016
Brackenbury Gift Fair & Launch of the Scouts Christmas Post	6 November 2016
Forest Heath's Chairman's Reception	6 November 2016
White Gables Art Display	7 November 2016
Landguard Photographic Competition	8 November 2016
<i>Deputy Mayor – The Firs Care home 25th Anniversary</i>	9 November 2016

The Mayor highlighted events attended since the previous Council meeting, in particular congratulating Mrs Sue Faversham for all her hard work throughout the year organising Felixstowe in Flower and the wonderful Felixstowe in Flower Awards event. The Mayor enjoyed visiting the Aldeburgh Food and Drink Festival by the invitation of the High Sheriff. The Mayor thanked Felixstowe International College for letting her charities use their site for holding the 'Last Night of the Proms' event which raised a lot of money and was enjoyed by all. The Mayor mentioned a visit made to an amazing woman on her 112th birthday who was describe as still very much being the head of her family. The Mayor had judged a 'Great British Bake Off' style event at the annual Macmillan Coffee Morning at Marks & Spencer which entailed sitting outside the store tasting different cakes and choosing the winner. The Mayor had also received a tour of the Port of Felixstowe with the High Commissioner, Ambassador and Heads of Missions from South Africa to help develop closer trade links between the two countries. The Mayor's Charity Craft Fair had been very popular and a lot of money was raised by both visitors and traders who had booked stalls at the event. The Mayor's Civic Reception was well attended and thanks were recorded to Felixstowe Academy for hosting the event again this year. The Mayor enjoyed Planting Crocus for the Purple4Polio Campaign which involved along with the Rotary Club, Felixstowe Forward and Friends of the Seafront Gardens planting over 5000 crocus bulbs on the bank near the Spa Pavilion. The Civic Visit to Felixstowe's Twinning town Wesel was a great success, the weather was glorious and the itinerary was very interesting but very busy. It had been lovely to meet old friends again. Finally the Mayor told the Council about meeting and speaking to Her Majesty The Queen at The National Heritage Centre for Horseracing and Sporting Art Event.

The Mayor thanked her Deputy Mayor for attending Mayoral engagements whilst she was on the Civic visit to Wesel.

It was RESOLVED that the Mayor's engagements since 16 September 2016, and the above communications, be noted.

320. MINUTES OF COMMITTEE MEETINGS

It was RESOLVED that the Minutes of the following meetings be received and, subject to their accuracy being confirmed by those committees, adopted:

- a) Assets & Service Committee 7 September 2016
- b) Highways Advisory Committee 20 September 2016
- c) Planning & Environment Committee 21 September 2016
- d) Civic & Community Committee 21 September 2016
- e) Finance & General Purposes Committee 28 September 2016
- f) Planning & Environment Committee 5 October 2016
- g) Planning & Environment Committee 19 October 2016
- h) Civic & Community Committee 19 October 2016
- i) Planning & Environment Committee 2 November 2016
- j) Assets & Service Committee 2 November 2016

321. REPORTS FROM MEMBERS ON OUTSIDE BODIES

Council received the report of Cllr Jan Garfield, Town Council representative to the Port of Felixstowe Local Authority Liaison Committee.

RESOLVED that the outside body report from Cllr Jan Garfield be noted and Members asked the Clerk to write a letter of thanks to Trinity College, Cambridge, for their ongoing support to Felixstowe in Flower.

322. FELIXSTOWE FORWARD REPORT

Council received the report of the Felixstowe Forward Change Director, Helen Greengrass.

It was noted that the 'Felixstowe Unwrapped' Christmas campaign was soon to be launched to help local traders over the run up to Christmas. Participating shops would be open every Friday until 7pm with free car parking after 3pm. Helen thanked Cllr T Green and Cllr S Wiles for encouraging Felixstowe Forward to enter the Gt British High Street Competition. Felixstowe came 5th in the 'Rising Star' award and this had been reported in the local press.

Members asked if traders were aware of the Small Business Saturday Campaign on the 3rd December. It was hoped that MP Therese Coffey would visit the town on that day.

Efforts were being made towards Felixstowe being recognised as a Dementia Friendly town by 31st March 2017 with over 300 dementia friends within the town. Council Members and staff had attended a Dementia Awareness session and Felixstowe Town Council was now an active partner on the Dementia Action Alliance website.

The condition survey of local noticeboards had indicated that most were beyond economical repair and Felixstowe Forward would be meeting with a local company to get a quote for replacing these. The Town Council would be consulted on this.

Work has commenced on the pier-head building. The construction manager, Julian Brandon, would be pleased to introduce himself to Cllrs, give an update of progress and arrange a site visit. They were a little behind schedule but hoped to catch up soon.

Members requested that the project be universally referred to as the 'pier-head' building rather than the pier to minimise confusion over the works.

Ms Greengrass reported that the Tourism Sub-Group was continuing to meet and a digital guide to Felixstowe was being prepared. This was being published in paper for local hotels to have and visitors would be able to download the same information to see what Felixstowe has to offer.

It was RESOLVED that the Felixstowe Forward update report be noted as received.

323. PUBLIC TRANSPORT UPDATE

Council received a report from Mr Bryan Frost on local public transport matters. Mr Frost reported that he hoped there would be new trains in service in three years' time. It was noted that, currently if there was a fault on the Liverpool Street line, Felixstowe would invariably be the first train to be cancelled but this should be improved. The Felixstowe Branch Capacity Enhancement Project was out for consultation which proposed the closure of six level crossings to allow for an increase to 47 freight trains each day and 46 passenger trains.

Council heard that the Felixstowe bus service to and from Ipswich now runs four buses per hour with a express service every two hours. SCC would be replacing two bus shelters in Felixstowe that were in disrepair.

The open top bus had a very successful summer in 2016 and it was hoped that this would operate again in 2017.

Mr Frost reported that road traffic from and to Ipswich caused the most delays in peak time. This especially affected the National Express Coach to and from London which takes four hours.

The Mayor thanked Mr Frost for his interesting report.

It was RESOLVED that the Public Transport Update report be noted as received.

324. SUFFOLK HIDDEN NEEDS REPORT 2016

Council received a presentation from Cllr S Gallant on the Suffolk Hidden Needs Report 2016. Cllr Gallant advised Council that the report had indicated that there were over 83,000 people living in income deprivation in Suffolk.

Suffolk's population was getting progressively older and over 20,000 children were living in income deprived families. More people were living in poverty than working. Although older people were in relatively good health in Suffolk they depended heavily on older carers in the community. Cllr Gallant highlighted the information available to Members via interactive online maps and the Clerk was asked to forward this information to all Members.

Members expressed an interest in working with local partners to signpost and promote the help that was available in the area. Councillors agreed that further consideration should be given

RESOLVED that the Suffolk Hidden Needs Report 2016 presentation be noted.

325. ARMED FORCES WEEKEND/DARELL'S DAY 2017

Council considered the recommendation of the Civic & Community Committee to support the staging of entertainments and a firework display as part of Felixstowe Armed Forces Weekend Event 2017, to the sum of £18,000.

It was RESOLVED that the Council support the staging of entertainments and a firework display as part of Felixstowe Armed Forces Weekend Event 2017, to the sum of £18,000. This funding to be authorised via the Council's Community Fund Earmarked Reserve.

326. LOCAL COUNCILS AWARD SCHEME

Council considered the recommendation from the Finance & General Purposes Committee which had resolved that that all qualifying evidence and documentation for the Local Council Gold Award be submitted.

It was RESOLVED that:

- i. Council has prepared statements on how it; Ensures that the council delivers value for money, Meets its duties in relation to bio-diversity and crime & disorder, Provides leadership in planning for the future of the community, Manages the performance of the council as a corporate body, Manages the performance of each individual staff member to achieve its business plan; and,**
- ii. In endorsing the statements and confirming that Council publishes, or holds, the relevant documents, policies, and other statements as detailed in the report to meet the requirements of the Gold criteria for the Local Councils Award Scheme, the Clerk was instructed to submit the application.**

327. TREE WORKS

Council considered works required to a number of trees on its land.

It was RESOLVED that authority be delegated to the Town Clerk, in consultation with the Chairman of the Assets & Services Committee, to take necessary action, including the approval of expenditure via an Earmarked Reserve, in order that any urgent works to trees on Council-owned land can be carried out.

328. BROADWAY HOUSE REPAIRS

Council considered the recommendation of the Assets & Services Committee in respect of reimbursing Felixstowe Old People's Welfare Association (FOPWA) for the cost of recent repairs undertaken.

It was RESOLVED that Council reimburse £1,480.67 to the Felixstowe Old People's Welfare Association from the Broadway House Earmarked Reserve for the cost of repairs of to the boiler and automatic doors at Broadway House.

329. SOUTH WARD BY-ELECTION

It was noted that the Town Council was required to meet the full costs of the by-election being held on 10th November 2016. The exact cost of which would not be known until sometime after the election but was estimated to be up to around £7,500.

It was RESOLVED that Council authorise the expenditure required to meet the cost of the South Ward by-election via its 'Elections' Earmarked Reserve.

330. TOWN HALL CHRISTMAS TO NEW YEAR CLOSURE HOURS

RESOLVED that it be noted that the Town Hall would be closed from 23rd December 2016 to 2nd January 2017.

331. ACCOUNTS FOR PAYMENT

It was RESOLVED that the schedule and payment of accounts be received and approved as follows:

Date	Voucher Nos.	Total Payment
21/09/2016	238 – 253	£20,783.07
6/10/2016	254 – 276	£54,706.93
18/10/2016	277 – 294	£4,112.46
31/10/2016	295 – 312	£35,690.91
	TOTAL	£115,293.37

332. CLOSURE

The meeting was closed at 9.30pm. The Mayor invited members of the public in attendance to join staff and Councillors for a Christmas get-together at Felixstowe Town Hall between 12-2pm on Wednesday 14th December. It was noted that the next Ordinary Meeting was scheduled for Wednesday 11 January 2017.

Date: _____

Town Mayor: _____