

MINUTES of the **ORDINARY COUNCIL** meeting held at Felixstowe Town Hall on
Wednesday 11 November 2015 at 7.30pm

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

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

IN ATTENDANCE: Inspector Roger Salmon (Felixstowe & Woodbridge Police)
 Ms H Greengrass (Felixstowe Forward Change Director)
 11 Members of the Public, 1 Member of the Press

PUBLIC QUESTIONS

Members noted concerns from a member of the public as to whether new business activities on the Beach Station site had submitted and receive planning permission for its use. Cllr A Smith advised that there was no extant permission for the type of use that was suspected to be occurring on the site and, as no planning application had been submitted, the planning department at Suffolk Coastal District Council were conducting an investigation and attempting to make contact with the operators.

A member of the public highlighted their concerns about the item on whether to recommend the removal of the byelaw prohibiting cycling on Felixstowe prom. The Mayor thanked the member of the public for their comments and advised that these would be considered during the debate on the item.

Responding to a comment from a member of the public on how the process by which Preferred Options for the Felixstowe Peninsula Area Action Plan had appeared to be largely anonymous, Cllr A Smith advised that the Preferred Options consultation document was the result of feedback from the Issues & Options consultation stage which recorded comments from the public, the Town Council and working groups comprising town, parish and district council representatives. The Plan would be developed further following analysis of the result of the current consultation stage.

PRAYERS

The meeting was preceded with prayers by Rev. Mark Kichenside, Christ Church, Felixstowe.

305. APOLOGIES

Apologies for absence were recorded from **Cllr S Bloomfield, Cllr M Deacon** and **Cllr S Gallant**.

306. DECLARATIONS OF INTERESTS

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

307. REQUESTS FOR DISPENSATION

There were none.

308. QUESTIONS TO THE MAYOR

There were none.

309. CONFIRMATION OF COUNCIL MINUTES

It was RESOLVED that the Minutes of the Ordinary Council Meeting held on 9 September 2015 be signed by the Mayor as a true record and adopted by the Council.

310. MAYOR'S COMMUNICATIONS

The Mayor referred to the following list of engagements:

Reeve Lodge Tea Party	10 September 2015
Felixstowe in Flower Awards Evening	11 September 2015
Unveiling of Painting Boards at Trimley Station	13 September 2015
RB Media Garden Party	16 September 2015
Woodbridge Tide Mill	18 September 2015
Last Night on the Proms (Hattie Bennett)	19 September 2015
Battle of Britain Service & Parade, Bury St Edmunds	20 September 2015
<i>Deputy Mayor - Mayor of Hadleigh Civic Service</i>	20 September 2015
Suffolk County Scout AGM	24 September 2015
Seafarers UK Riverside Evening	25 September 2015
Felixstowe Carnival AGM	28 September 2015

Genesis Housing Association Macmillan Coffee Morning	29 September 2015
SCDC Chairman Civic Service	4 October 2015
St Elizabeth Hospice, Pigs Gone Wild Launch	8 October 2015
St Edmundsbury Suffolk Harvest Festival	11 October 2015
Landguard Photography Competition	15 October 2015
Walton Parish Nursing Celebration Service	18 October 2015
<i>Deputy Mayor - Stowmarket Civic Service</i>	18 October 2015
Felixstowe Travel Watch Members Meeting	20 October 2015
Twinning Visit to Wesel	22 - 26 October 2015
<i>Deputy Mayor – Landguard Rotary Charter Night</i>	22 October 2015
<i>Deputy Mayor - Launch of British Legion Poppy Appeal</i>	24 October 2015
<i>Deputy Mayor – Orwell District Firework Night</i>	24 October 2015
<i>Deputy Mayor - Felixstowe Sea Cadets – Trafalgar Day</i>	25 October 2015
Rotary Club Dinner at The Laydens	29 October 2015
Orchestra Live - Claire's Musical Party	30 October 2015
Brackenbury Gift & Craft Fair plus Launch of Scouts Christmas Post	1 November 2015
Port of Felixstowe: Completion of Berth 9 Extension	5 November 2015
Felixstowe Fairtrade Forum AGM	6 November 2015
Remembrance Day	8 November 2015

The Mayor highlighted the vast array of high quality events around the town which she had been able to attend. Remarking on the recent completion of the extension to Berth 9, the Mayor congratulated the Port of Felixstowe for their forward thinking as they were now able to berth two of the largest container ships end-to-end at same time.

Commenting on the twinning visit to Wesel, the Mayor formally recorded her thanks to the Mayor of Wesel for hosting the trip. Members heard how the civic party had been given a sobering tour of the centres which had been set up in Wesel to receive over 850 refugees from the crisis in Syria.

The Mayor also commented on the strong representation made by the various cadet forces at this year's Remembrance Sunday and the large turnout by local residents.

RESOLVED that the Mayor's engagements since 10 September 2015 be noted.

311. MINUTES OF COMMITTEE MEETINGS

It was **RESOLVED** that the Minutes of the following meetings be noted as received and adopted, subject to confirmation by committees as necessary:

- a) **Assets & Services Committee 2 September 2015**
- b) **Highways Advisory Committee 8 September 2015**
- c) **Planning & Environment Committee 9 September 2015**
- d) **Civic & Community Committee 16 September 2015**
- e) **Planning & Environment Committee 23 September 2015**
- f) **Finance & General Purposes Committee 23 September 2015**
- g) **Planning & Environment Committee 7 October 2015**
- h) **Assets & Services Committee 7 October 2015**
- i) **Personnel Committee 14 October 2015**
- j) **Planning & Environment Committee 21 October 2015**
- k) **Civic & Community Committee 21 October 2015**
- l) **Finance & General Purposes Committee 28 October 2015**
- m) **Planning & Environment Committee 4 November 2015**

312. REPORTS FROM MEMBERS ON OUTSIDE BODIES

There were none.

313. FELIXSTOWE POLICING

The Mayor welcomed Inspector Roger Salmon to the meeting. Inspector Salmon introduced himself to the Council stating that he was proud to hold the command of Felixstowe & Woodbridge and had previously held posts in Warwickshire and Ipswich. Inspector Salmon reported that whilst he was pleased that incidents of violent or drug-related crimes were lower in Felixstowe than the national average, the next few years would be a challenging time for local policing as the constabulary was required to deliver significant cost savings.

Members heard how, whilst burglaries, anti-social behaviour and vehicle crimes were dropping, the statistics showed an increase in some violent crime and sexual offences in the locality. Inspector Salmon attributed these increases in part to revised recording methods for violent crimes and a more sophisticated approach to the handling of sexual offences in recent years which had encouraged more frequent reporting.

Inspector Salmon concluded his report by outlining his aims for Felixstowe, which included forging links with Felixstowe Academy, exploring opportunities for working with local partners such as the Fire Station and the Felixstowe Volunteer Coast Patrol Rescue Service and coordinating a volunteer 'Speedwatch' scheme to address speeding issues.

Council recorded a vote of thank to Inspector Salmon for his report.

314. FELIXSTOWE FORWARD REPORT

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

Ms Greengrass updated Council with the progress report, highlighting several matters which were ongoing. It was reported that the tourism sub-group were working to support the town being resort-ready for the 2016 summer season and were overseeing the creation of a town map for visitors showing the coastline and main attractions of Felixstowe. Members noted the findings of a town centre audit confirming the range of retail provision in the town. This work was to be supplemented with a shoppers survey and footfall counts around the town if volunteers could be found to assist with this.

Members asked whether the process for booking the Triangle could be simplified. Ms Greengrass confirmed that this was being revised to cut red-tape for potential users, provide a clear steer on the need for appropriate risk assessments and to ease the process of applying for permits if required. Members requested that the street furniture at the Triangle be refurbished.

Referring to the forthcoming Premier Inn hotel, Ms Greengrass advised Members that there was expected to be around 25 new jobs resulting from the development, with approximately 50% available to those currently not in employment, education or training (NEET).

In response to a question on how Felixstowe Forward would be engaging with young people, Ms Greengrass advised that she had met with the new principal of Felixstowe Academy to build links there and had also attended the Council's Youth Forum to consult them on the type and format of questions that Felixstowe Forward should be asking.

Members thanked Ms Greengrass for her report and it was RESOLVED that the Felixstowe Forward update report be noted as received.

315. CYCLING ON THE PROM

Council considered the report and recommendation of the Finance & General Purposes Committee in relation to the byelaw prohibiting cycling on the prom (Minute #293 of 2015/16 refers).

Members debated a number of issues which had been raised, both in support and against the principle of permitting cycling on the prom.

The Mayor invited Inspector Salmon to comment and he advised that police and council resources required to successfully enforce the byelaw would be disproportionately high to the outcome. As such, this would not be in the public interest. Inspector Salmon confirmed that there were other tools available, including provisions within the Anti-Social Behaviour, Crime and Policing Act 2014, which could be used instead to support appropriate general policing of the prom.

Following further debate and a vote, it was RESOLVED that:

Suffolk Coastal District Council be requested to consider the removal of notices prohibiting cycling on Felixstowe prom for a period of no less than 12 months; and, pending an assessment of the success of this initiative, consider permitting and promoting safe and considerate cycling on the prom on a permanent basis.

316. COMMUNITY PUBLIC ACCESS DEFRILLATOR (CPAD)

Council considered the recommendation of the Civic & Community Committee for the provision and funding of a Community Public Access Defibrillator to be installed on the external wall to Felixstowe Library (Minute #283 of 2015/16 refers).

Noting that the Civic & Community Committee had previously considered the option of converting a glazed telephone kiosk at the Triangle, Members suggested that potential uses for the red phone box which had been moved to Hamilton Gardens should be explored at some point in the future.

It was RESOLVED that:

- i. a Community Public Access Defibrillator be purchased for installation the external wall of Felixstowe Library;**
- ii. up to £2,000 for the purchase and installation of the defibrillator and secure cabinet be authorised from the Town Council's Community Fund Earmarked Reserve; and,**
- iii. the Town Council undertakes to meet the cost of any ongoing maintenance or servicing of the equipment in future years, as indicated in the report.**

317. CHRISTMAS ICE RINK

Council noted the arrangements which had been confirmed for the provision of a synthetic ice rink and other attractions at Great Eastern Square in the lead up to Christmas.

The Clerk advised that Council's Youth Forum had voted to recommend that £1,000 from the Youth Forum budget be put towards the event.

It was noted that sponsorship from the East of England Cooperative and donations from District Councillors via their Enabling Communities budgets had now been received.

Members commented on the positive feedback which had already been received from local residents in response to this initiative. However, some caution was expressed and it was suggested that if the event proved popular it should be reviewed to ensure financial viability for future years.

It was RESOLVED that the arrangements for the ice rink event be approved, with £1,000 towards the funding of the rink to be authorised via the Youth Forum budget and the remainder of the cost to be authorised from the Community Fund Earmarked Reserve.

318. BUDGET 2016-17 (DRAFT)

Council considered its draft budget for the Financial Year 2016/17 as recommended by the Finance & General Purposes Committee (Minute #294 of 2015/16 refers).

The Clerk advised that some minor adjustment would be likely before January as further information was able to be considered but that the net estimated income and expenditure would not change.

On the basis that the budget provided for a nil increase to the Band D equivalent council tax rate for 2016/17, it was RESOLVED that the Clerk finalise the budget for presentation and precept setting at the Council meeting of 13 January 2016.

319. EAST SUFFOLK LINES MEMBERSHIP

Council considered the invitation, from the Chairman of the East Suffolk Lines Community Rail Partnership, to join the East Line Group.

It was proposed that the Council join the group and Cllr G Newman was nominated as the Felixstowe Town Council representative on this additional outside body.

There being no other nominations, it was RESOLVED that Cllr G Newman be elected as the Town Council representative to the East Line Group of the East Suffolk Lines Community Rail Partnership.

320. FELIXSTOWE PENINSULA AREA ACTION PLAN PREFERRED OPTIONS CONSULTATION

Council considered its response to the Felixstowe Peninsula Area Action Plan Preferred Options Consultation and the comments presented in the report as recommended by the Planning & Environment Committee (Minute #301 of 2015/16 refers).

Following a further discussion and a vote, it was RESOLVED that the Clerk respond to Suffolk Coastal District Council on behalf of the Town Council, welcoming and endorsing the Preferred Options for the Felixstowe Peninsula Area Action, subject to comments as presented in the report.

321. ACCOUNTS AND AUDIT 2014/2015

Council noted that the External Audit for the Financial Year 2014/15 had been completed with no formal matters arising.

Members recorded a vote of thanks to the Town Clerk and the staff for their work in achieving an unqualified audit.

It was RESOLVED that:

- i. The Annual Return be approved and accepted as presented;**
- ii. It be noted that, in accordance with the Audit Commission Act 1998 Accounts and Audit (England) Regulations 2011, the Notice of Conclusion of Audit was displayed on the Town Hall noticeboard from 28 September to 13 October 2015.**

322. TOWN HALL CHRISTMAS TO NEW YEAR CLOSURE HOURS

Council NOTED that the Town Hall would be closed from Wednesday 23rd December 2015 and reopen on Monday 4th January 2016.

323. ACCOUNTS FOR PAYMENT

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

Date	Voucher Nos.	Total Payment
16/09/2015	227 - 249	£9,204.67
23/09/2015	250 – 260	£47,113.35
07/10/2015	261 – 280	£13,167.12
14/10/2015	281 - 287	£2,566.25
28/10/2015	288 - 305	£36,361.88
04/11/2015	306 - 319	£23,069.62
	TOTAL	£131,482.89

324. CLOSURE

The meeting was closed at 9.51pm. It was noted that the next Ordinary Meeting was scheduled for Wednesday 13 January 2016 at 7.30pm.

Date: _____

Town Mayor: _____