

MINUTES of the **ORDINARY COUNCIL** meeting held at Felixstowe Town Hall on
Wednesday 12 July 2017 at 7.30pm

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

OFFICERS: Mr A Tadjirishi (Town Clerk)
Mrs L Monsen (Mayor's Secretary)
Mrs D Frost (Deputy Town Clerk)

IN ATTENDANCE: 3 Members of the public
Ms Helen Greengrass, Felixstowe Forward Change Director

PRAYERS

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

128. PUBLIC QUESTION TIME

There were none.

129. APOLOGIES

Apologies for absence were received from **Cllr C Barham** and **Cllr S Bloomfield**.

130. DECLARATIONS OF INTERESTS

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

131. REQUESTS FOR DISPENSATION

There were none.

132. QUESTIONS TO THE MAYOR

There were none.

133. CONFIRMATION OF COUNCIL MINUTES

It was RESOLVED that the Minutes of the Annual Council Meeting held on 14 June 2017 be signed by the Mayor as a true record and adopted by the Council.

134. MAYOR'S ANNOUNCEMENTS

The Mayor referred to the following list of engagements:

Visit to Seafarers Centre	12 June 2017
Presentation of the Legion d'honneur medal to Lawrence Peachey	15 June 2017
Official Opening of East Suffolk House	15 June 2017
<i>Deputy Mayor – National Care Home Big Lunch, Mill Lane Nursing Home</i>	16 June 2017
<i>Deputy Mayor - National Care Home Afternoon Tea, White Gables Nursing Home</i>	16 June 2017
Launch of Felixstowe in Flower	17 June 2017
Opening Morning in Girl Guide HQ	17 June 2017
TLC Charity - Teddy Bears Picnic	17 June 2017
1 st Felixstowe Sea Scouts 100 th Anniversary Celebrations	17 June 2017
Mayor's Civic Service	18 June 2017
End of Ramadan at Ipswich Mosque	18 June 2017
Flag Raising for Armed Forces Week and to Commemorate Passchendaele	19 June 2017
Presentation of Haig Cup to Felixstowe British Legion	19 June 2017
The Great British Seaside Special Show Launch Day	19 June 2017
Felixstowe Old People's Welfare Association	19 June 2017
To Celebrate Suffolk Day	21 June 2017
St Elizabeth Hospice Suffolk Remembers on Suffolk Day	21 June 2017
Reception to Celebrate the Maiden Voyage and Call of the OOCL Hong Kong	22 June 2017
50 th Anniversary of the UK's first Container Terminal	23 June 2017
Suffolk Armed Forces Weekend	24-25 June 2017
Opening of Felixstowe Listening Service refurbished premises	27 June 2017
Citizens Advice Bureau AGM	27 June 2017
Visit Felixstowe Youth Forum	28 June 2017
Felixstowe Air Cadets Annual Awards Evening	28 June 2017
Evening with Salzwedel Visitors	30 June 2017
Felixstowe Fuchsia Fantasia	1 July 2017

League of Friends of Felixstowe Hospital Fete	1 July 2017
<i>Deputy Mayor – Opening of Felixstowe & Walton Football Club</i>	8 July 2017
BIG Multicultural Festival 2017	10 July 2017

The Mayor thanked the Deputy Mayor for his support in attending two engagements on his behalf.

The Mayor advised Council of the death of

Commenting on the excellent Armed Forces Weekend events, the Mayor conveyed his thanks to the Peewit Caravan site for providing free camping facilities for the armed forces personnel.

Members noted the sad passing of Mrs Smith, wife of the 2004/05 Town Mayor, Don Smith. The Clerk would write to Mr Smith to express condolences on behalf of the Town Council.

It was RESOLVED that the Mayor’s engagements since 12 June 2017, and the above communications, be noted.

135. 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) Planning & Environment Committee 14 June 2017**
- b) Civic & Community Committee 21 June 2017**
- c) Planning & Environment Committee 28 June 2017**

136. REPORTS FROM MEMBERS APPOINTED TO OUTSIDE BODIES

Council received the report of Cllr Graham Newman, Town Council representative to the Suffolk Association of Local Councils (SALC) and the East Suffolk Lines Community Rail Partnership (ESLGRP)

Members thanked Cllr Newman for his reports but commented that the content of the SALC report appeared to have limited relevance to Felixstowe. Cllr Newman responded that he agreed and that perhaps a formal request could be sent to SALC to ask that future speakers at SALC meetings present on a more basis.

RESOLVED that the outside body report from Cllr Graham Newman be noted.

137. FELIXSTOWE FORWARD REPORT

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

Ms Greengrass reported that the Armed Forces Weekend had been a huge success and a great showcase for Felixstowe with over 5,000 people estimated as attending. An official de-brief was to be held shortly by the Armed Forces Weekend Committee.

Members noted that the Felixstowe Forward's Annual Engagement Event was to be held on 20 July 2017. This would provide Council with the opportunity to engage with a variety of local community groups and be involved in networking through the different workshops.

It was noted that the Felixstowe Seafront Gardens had been awarded the Green Flag in recognition that the site was beautifully maintained to the highest possible environmental standards and had excellent visitor facilities.

Members noted there was a Rest Centre Practical Training scheduled to take place on 21st September at Felixstowe Leisure Centre.

A Member asked if information concerning events could be sent out electronically as an event rather than a newsfeed, this would therefore make the event more prominent and not get lost.

A Member asked if there was any update of the condition of noticeboards around the town. Ms Greengrass advised that any update on this would be included in the usual progress report to the next Council meeting.

Members thanked Helen for all and her team for all their hard work and contribution to Felixstowe.

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

138. LAPEL BADGES

Members considered the recommendation from the Civic & Community Committee to purchase 1,000 Felixstowe Town Crest lapel badges at a cost of £780.

RESOLVED that the recommendation of the Civic & Community Committee be approved and the purchase of 1,000 lapel badges at a cost of £780 be authorised from the Enhancement & Promotional Earmarked Reserve.

139. PRAYERS AT COUNCIL MEETINGS

It was noted that The Local Government (Religious etc. Observances) Act which passed in to law in March 2015 permitted local councils to hold prayers as part of their formal agenda business. Members concluded that any prayers offered at Felixstowe Town Council should take place prior to official business so that anyone who did not wish to participate would not be required to formally

absent themselves from the Council meeting. To further promote inclusivity, it was agreed that the usual prayers session be broadened to become a 'Moment of Reflection' from a religious or community leader. It was agreed that the reflection should aim be no longer than five minutes and speakers would be free to include (or not) in it a prayer or a moment of mindfulness from their own tradition.

It was RESOLVED that Council amend the Prayers session to a more inclusive 'Moment of Reflection' from a religious or community leader who would be invited to speak immediately prior to the commencement of formal business for no more than five minutes to provide those in attendance a moment of mindfulness from their own tradition.

140. SCDC/FTC WORKING GROUP

Council noted the invitation from the Leader of Suffolk Coastal District Council for two Town Councillors and an Officer to join representatives from SCDC and form a joint SCDC/FTC Working Group. It was noted that the Working Group would have a mandate to look across the board at how SCDC and FTC currently work together and to suggest opportunities for further improvement. Felixstowe Forward would also play a key role.

Members commented on the opportunity for a positive dialogue between the councils and discussed how it should be represented.

The Clerk advised that the Working Group would have no authority to take decisions and would regularly report back to Members and the Council on its discussions and any potential recommendations.

After a debate and vote it was RESOLVED that Cllr N Barber, Cllr G Newman and the Town Clerk be appointed as the Town Council's representatives to the joint SCDC/FTC Working Party.

141. COMMUNITY EMERGENCY PLAN

Members thanked the Clerk and Deputy Clerk for their work in preparing the draft Community Emergency Plan for Felixstowe. It was noted that it was being shared as a positive example with other town and parish councils across the county. The Clerk advised that local groups and businesses were being consulted on how they may support the Plan and responses were already coming in. The Plan would be reviewed on an annual basis to ensure it remained up to date.

It was RESOLVED that:

- i. the draft Community Emergency Plan for Felixstowe be approved as presented;**
- ii. the appointment of Cllr Steve Gallant as the Emergency Coordinator be approved;**

- iii. the appointment of the Town Clerk as one of three Deputy Emergency Coordinators be approved;
- iv. Cllr T Green and Cllr M Jepson be appointed as the two further Deputy Emergency Coordinators; and,
- v. the purchase of items for Emergency Boxes be approved and authorised via the Community Fund Earmarked Reserve.

142. ACCOUNTS FOR PAYMENT

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

Date	Voucher Nos.	Total Payment
19/06/2017	104 – 123	19,252.89
	TOTAL	£19,252.89

143. CLOSURE

The meeting was closed at 9.09pm. It was noted that the next Ordinary Meeting was scheduled for 13 September 2017 at 7.30pm.

Date: _____

Town Mayor: _____