

MINUTES of the **CIVIC & COMMUNITY COMMITTEE** meeting held at Felixstowe Town Hall on **Wednesday 19 February 2020** at **7.30pm**

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

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

IN ATTENDANCE:

Mrs S Wilson, Chair of The Friends of Felixstowe Library
Cllr T Green (Council Representative of Friends of Felixstowe Library)
Paul Tynan, Assistant Grounds Manager, East Suffolk Norse
Sarah Shinnie, Active Communities Officer, East Suffolk Council
1 Member of the public

442. PUBLIC QUESTIONS

There were none.

443. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr K Williams**.

444. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr G Newman	All	Local Non-Pecuniary (as Member of Suffolk County Council)
Cllr S Gallant	All	Local Non-Pecuniary (as Member of East Suffolk Council)

445. CONFIRMATION OF MINUTES

RESOLVED that the **Minutes of the Civic & Community Committee meeting held on 19 December 2019** be signed as a true record.

446. FRIENDS OF FELIXSTOWE LIBRARY

Committee received an informative presentation from Mrs Sarah Wilson, Chair of the Friends of Felixstowe Library regarding their plans for the refurbishment of the children's area at Felixstowe Library. The total planned cost of the project is currently £28,000. The Friends of Felixstowe Library had applied for an Occasional Grant in December 2019, but Committee had agreed, given that the project had the potential to provide a benefit for the whole community, to consider

how the Town Council might be able to support this project in a significant way and had invited the Library to give this presentation.

Members heard how the project proposed a complete refurbishment of the Children's Library to include:

- Bright and new shelves, storage and furniture, with a seaside theme;
- Facilities suitable for children with special needs (e.g. sensory wall, 'hideaways')
- and moveable equipment to allow space for large children's events, with new carpet and re-decoration.

Funding was being sought from a variety of other funders. Members considered the project and Committee agreed to recommend to Council that funding of £10,000 should be authorised via the Community Fund Earmarked Reserve 9075/900. This would be due to be paid to the Friends of Felixstowe Library once confirmation is received that all funding is in place for the project to go ahead.

It was RESOLVED that Council be recommended to approve funding of £10,000 for the refurbishment of the children's section of the library to the Friends of Felixstowe Library, to be authorised from the Community Fund Earmarked Reserve 9075/900.

447. FELIX FEST/WOMEN'S TOUR 2020

Sarah Shinnie, Active Communities Officer, East Suffolk Council gave a presentation of the plans for the Felix Fest/Women's Tour on the weekend of 12 – 14 June.

Members discussed the proposed activities and were interested to hear about the filming package and media archive that was being commissioned to provide broadcasters with lots of variations of footage to use to promote Felixstowe.

Members considered various sponsorship/funding options and agreed to recommend to Council a contribution of £25,000 to sponsor the Big Screen, the Triathlon and Cycle Simulators. This would mean the Town Council would be the primary sponsor of the event and also enable additional filming/photography of the town and access to the media archive for future promotional activities..

RESOLVED that Council be recommended to approve sponsorship of £25,000 towards the Felix Fest/Women's Tour 2020, to be authorised from the Community Fund Earmarked Reserve 9075/900.

448. FLORAL BEDDING ARRANGEMENTS

East Suffolk Norse Assistant Grounds Manager, Mr Paul Tynan gave members a summary of the bedding plants that had been successful and other options for sustainable bedding which would be hardy enough for the seafront location. It was noted that lavenders and hebes could be a suitable choice as these would withstand the salt and spray. Regular pruning would still need to be carried out.

Members were keen to consider bedding plants that were more sustainable yet interesting enough to show to others what can be done to encourage wildlife.

A mixture of flowers and sustainable plants would be an ideal improvement. It was agreed that the area around the War Memorial should continue to be planted in an appropriate manner.

Mr Tynan confirmed that, if the Town Council no longer funded floral bedding (the annual cost this year being £12,391.05) then the beds would be planted up with sustainable bedding and maintained on behalf of East Suffolk Council.

Mr Tynan agreed to produce a plan detailing options from 2021/22 to be circulated to Members for further consideration.

RESOLVED that:

- i. **The Floral Bedding arrangements of the 2020/21 financial year be noted, and;**
- ii. **East Suffolk Norse Assistant Grounds Manager, Mr Paul Tynan creates a planting plan to include sustainable bedding plants.**

449. FELIXSTOWE IN FLOWER 2020

Members congratulated Sue Faversham and Shaun Congi for the work done in reducing the amount of paper and postage by obtaining email addresses for both sponsors and competitors. Members were pleased to hear that Felixstowe Golf Club had been approached and appeared keen to assist with provision of water from the Kingsfleet estuary as a trial this year to reduce the reliance on drinking water. Members were looking forward to seeing entries in the 'Sustainable Bedding' and School's 'Environmental Projects'.

RESOLVED that the Felixstowe in Flower 2020 report be noted.

450. CIVIC & COMMUNITY BUDGET REPORT

The Committee considered a summary and detailed report showing income and expenditure against budget to 12 February 2020.

RESOLVED that the Budget Report to 12 February 2020 be received and noted as presented with no other action required at this time.

451. SUFFOLK DAY

Committee received an update since the agenda was circulated. The wedding which was due to be held on 21 June had been changed from 3pm to 1pm. The wedding couple are aware that 'Tea and cake' will be served outside the Town Hall on that afternoon. With the change of time in mind, members agreed to change the time of the 'Tea and cake' to 2.30pm to 4pm.

RESOLVED that the time for Council's Suffolk Day event on 21 June 2020 be set at 2.30-4pm.

452. VE DAY 75th ANNIVERSARY 2020

Members noted the report on VE Day 75th Anniversary to be held on the Bank Holiday, Friday 8 May 2020 and received a verbal update from Cllr D Aitchison.

RESOLVED that the VE Day 75th Anniversary report be noted.

453. THE MAYOR'S CHARITY

Committee noted the report on the formation of the Mayor's Charity registration number 1184138.

It was RESOLVED that the Mayor's Charity update report be noted.

454. EAST SUFFOLK COMMUNITY PARTNERSHIP

Committee considered the East Suffolk Community Partnership report and agreed the representatives attending on behalf of Felixstowe Town Council. The Town Clerk will also attend.

It was RESOLVED that Councillor N Barber as Mayor and Councillor D Savage as Chairman of Civic & Community attend the East Suffolk Community Partnership meeting as representatives attending on behalf of Felixstowe Town Council.

455. OCCASIONAL GRANTS POLICY

Committee considered the Occasional Grants Policy.

RESOLVED that Occasional Grants Policy for 2020/21 be recommended to Council for adoption as presented with no changes.

456. PRESS & MEDIA POLICY

Committee considered the Press & Media Policy.

RESOLVED that the Press & Media Policy for 2020/21 be recommended to Council for adoption as presented with no changes.

457. CLOSURE

The meeting was closed at 9.41pm. The next meeting was noted as being scheduled for Wednesday 15 April 2020 at 7.30pm.

Date: _____

Chairman: _____