

MINUTES of the **CIVIC & COMMUNITY COMMITTEE** meeting held at
Town Hall, Felixstowe on Wednesday 15 June 2022 at 7.30pm

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

OFFICERS: Mr A Tadjrishi (Town Clerk)
Ms D Frost (Deputy Town Clerk)
Ms S Faversham (Civic Events Officer)
Ms H Miles (Communications Apprentice)

IN ATTENDANCE: Two members of the public (*via Zoom*)

48. PUBLIC QUESTION TIME

There were none.

49. APOLOGIES FOR ABSENCE

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

50. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Gallant Cllr M Richardson Cllr S Wiles	All	Local Non-Pecuniary (as Members of East Suffolk Council)
Cllr G Newman Cllr S Wiles	All	Local Non-Pecuniary (as a Members of Suffolk County Council)
Cllr G Newman	53	Local Non-Pecuniary (as Chairman of Trustees to OFCA)
Cllr D Savage	53	Local Non-Pecuniary (as a Trustee to OFCA)
Cllr S Wiles	53	Local Non-Pecuniary (as Trustee to Landguard Trust)

As no Pecuniary declarations were made, there were no requests for dispensation.

51. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Civic & Community Committee Meeting held on 20 April 2022 be signed by the Chairman as a true record.

52. CIVIC & COMMUNITY BUDGET REPORT

The Committee considered a summary and detailed report showing income and expenditure against budget to 8 June 2022.

RESOLVED that the Budget Report to 8 June 2022 be received and noted as presented with no other action required at this time.

53. OCCASIONAL GRANTS ROUND 1 2022/23

Committee considered completed applications for funding received prior to the 31 May 2022 deadline for the first round of Occasional Grants. The total of grant funding requested in this first round being £20,465.21.

Committee proposed that grants be awarded on the following basis:

Activ Lives

Awarded funding of £960 towards their Saturday ActivSport Hub - Felixstowe.

Felixstowe Creative Arts Trust (F-CAT)

Awarded funding of £250 towards Felixstowe Maritime Festival.

Felixstowe & Walton Utd. FC (Youth Teams)

Awarded funding of £2,000 towards the Development of Langley Avenue.

Landguard Trust

Awarded funding of £1,440 towards Volunteer Workshop Refurbishment.

OFCA

Awarded funding of £1,000 towards their Jubilee Courtyard.

Suffolk Accident Rescue Service (SARS)

Awarded funding of £500 towards SARS Felixstowe Activity.

St. Philips Community Hub

Awarded funding of £990 towards Christmas Flower decoration and Christmas Party with Gift (ringfenced until event is confirmed closer to the time).

Suffolk Mind

Awarded funding of £1,600 towards Mental Health Training for Felixstowe Town Pastors (subject to confirmation that this is not being delivered within a recent commission by East Suffolk Council)

The Salvation Army

Awarded funding of £470 towards Summer Holiday Meal and Activity.

WAMFest Felixstowe

Awarded funding of £2,000 towards the Women Arts and Music Festival Felixstowe.

Members discussed the ways in which the Town Council might be able to support the community during the cost-of-living crisis, anticipating that there would be increased likelihood of hardship amongst the community after the summer. It was agreed that Council should be asked to release funding from its reserves for the Committee to be able to steer in an appropriate way to help support the community during these difficult times.

It was RESOLVED that:

- i. for the first round of Occasional Grants for 2022/23 a total of £11,210 be awarded and approved for payment based on the schedule above;**
- ii. it be recommended to Council that an allocation of £50,000 be authorised from the Community Fund and Community Support Fund Earmarked Reserves, with the authority to commit expenditure delegated to the Civic & Community, for the purposes of supporting the community during the cost-of-living crisis; and,**
- iii. it be recommended to Council that the Civic & Committee be tasked with the consideration of a policy framework for the administration of funding for the purposes above at its next meeting.**

54. ANNUAL GRANTS UPDATE

Members noted the update on the annual grant for Art on the Prom of £1400 which will no longer be required. The Town Clerk gave a verbal update on a commercial event being organised in the absence of Art on the Prom, this event called Art on the Beach is being planned to be held at Beach Street.

RESOLVED that the Annual Grants update be noted.

55. THE QUEEN'S PLATINUM JUBILEE WEEKEND

Committee received the report on the Platinum Jubilee Weekend and were pleased to note that the final financial cost will come in within budget. Members gave thanks to Felixstowe Carnival, the organising committee and all involved in making the events such a success.

RESOLVED that report on the Queen's Platinum Jubilee Weekend be noted.

56. SUFFOLK DAY 2022

Members noted the report and received a verbal update from the Civic Events Officer. Local residential homes and schools had been invited. Members suggested that the biscuits and cakes are sourced locally and that the East of England Coop be approached to enquire about supplying the refreshments.

It was noted that the event would be promoted on social media and all Councillors would be reminded of the details.

RESOLVED that the update report on Suffolk Day 2022 be noted.

57. FLAG FLYING ARRANGEMENTS

Committee received the report detailing designated days when the Union Flag should be flown on government buildings. Members agreed the list as suggested.

Members requested that the Clerk confirm whether, as suggested, the Union Flag can be flown together with another flag from the same flagpole as long as it was in the superior – i.e. higher – position.

It was RESOLVED that:

- i. The Flag Flying Arrangement report be noted; and,**
- ii. The Clerk should confirm whether the Union Flag can be flown together with another flag from the same flagpole.**

58. TWINNING POLICY

Members noted the report on Town Twinning and received an update from both the Clerk and the Mayor.

RESOLVED that the Twinning Policy be amended to include Salzwedel and to be reworded to give more flexibility to the Mayor to decide on their commitment towards any prospective annual visits.

59. CCTV UPDATE

The Deputy Town Clerk gave an update on the CCTV and the report was noted.

RESOLVED that the CCTV update report be noted.

60. CLOSURE

The meeting was closed at 9.32pm. The next meeting was noted as being scheduled for Wednesday 14 September 2022 at 7.30pm.

Date: _____

Chairman: _____