



**Cllr A Folley declared that her business provides event services for the BID and advised that she would leave the meeting prior to any debate and decision on this item (*Minute # 176*).**

Members were advised that, should any matters arise in the meeting that directly relate to any of their interests, they should make appropriate declarations at that time.

**171. CONFIRMATION OF MINUTES**

**It was RESOLVED that the Minutes of the Civic & Community Committee meeting held on 14 June 2023 be confirmed as a true record.**

**172. CIVIC & COMMUNITY BUDGET REPORT**

The Committee considered a summary and detailed report showing income and expenditure against budget to 6 September 2023.

**RESOLVED that the Budget Report to 6 September 2023 be received and noted as presented with no other action required at this time.**

**173. ANNUAL GRANTS, COMMUNITY PROJECTS & PARTNERSHIPS**

The Town Clerk outlined the report on annual grant applications received for on-going funding support from several local partner organisations and a report from Harwich Harbour Ferry Services which had been circulated to members the previous week. It was noted that some organisations had requested an increase in the grant and this was due to the rise in inflation, the Clerk reminded members that the precept had been kept at 0% rise for some years but as outlined in the most recent internal audit report it was unlikely to be possible to maintain this moving forward.

The Chairman raised the issue that some organisation do not promote the fact that Felixstowe Town Council sponsor the event or organisation very well. It was agreed that events such as the Carnival are asked to display Town Council banners and if possible that our sponsorship goes towards part of the overall event ie in the case of the Carnival, the Friday evening Proms.

**At this point in the meeting, having declared an Other-Registerable Interest in the following three items, Cllr M Sharman left the meeting.**

**It was RESOLVED that the following provision of annual grants be made as part of the recommendations for the 204/25 budget:**

**i. As Annual Grants:**

<b>FACTS</b>	<b>£2,500</b>
<b>Felixstowe Council for Sport and Recreation</b>	<b>£300</b>
<b>Landguard Fort</b>	<b>£1,000</b>
<b>Total</b>	<b>£3,800</b>

The Town Clerk explained to members that Felixstowe Town Council used to be part of the Landguard Partnership and contribute £5,000 annually. However, FTC were no longer part of the new Landguard Trust. The Landguard Trust had been recently approached, however, to ask if they required an annual grant this forthcoming year, but it was agreed that the annual grant continue to the Landguard Fort and was not required for the Landguard Trust for the year 2024/25. It was agreed that it would be useful to arrange a group visit and tour of the Landguard peninsular and find out what the new Landguard Trust does.

**Cllr M Sharman returned to the meeting.**

**It was further RESOLVED that the following provision be made as part of the recommendations for the 204/25 budget:**

**As Annual Grants:**

<b>Art on the Prom</b>	<b>£3,000</b>
<b>Citizen's Advice</b>	<b>£3,000</b>
<b>Felixstowe Book Festival</b>	<b>£2,000</b>
<b>Felixstowe Carnival</b>	<b>£3,500</b>
<b>Felixstowe Coast Patrol</b>	<b>£2,000</b>
<b>Wesel Twinning Assoc.</b>	<b>£200</b>
<b>Salzwedel Twinning Association</b>	<b>£200</b>
<b>WAMFest</b>	<b>£2,000</b>
<b>Total</b>	<b>£15,900</b>

**Total amount of Annual Grants £19,700**

**Through Community Fund Projects:**

<b>Level Two</b>	<b>£10,000</b>
<b>Harwich Harbour Ferry Services Partnership</b>	<b>£1,000</b>
<b>Total</b>	<b>£11,000</b>

- ii. £8,000 towards the provision of the 2024 Christmas lights be included as part of the recommendations for the 2023/24 budget; and,**
- iii. all events are asked to display the Felixstowe Town Council banner to promote grants; and,**
- iv. the Annual Grant application form for 2025/26 be amended to ask applicants the question 'How will you evidence the financial support of Felixstowe Town Council?'; and,**

- v. **the Town Clerk to contact Tim Clarke, Landguard Trust and organise a group tour of the Landguard Peninsula.**

#### **174. OCCASIONAL GRANT UPDATE**

Committee considered a request from Dora Brown to release £1200 of the ring-fenced £2,000 Occasional grant for a Felixstowe family who require support. The work involves a lot of clearance plus a deep clean and provision of homeware and furniture.

**It was RESOLVED that £1,200 be released from the ring-fenced grant for Dora Brown be authorised for payment.**

#### **175. REMEMBRANCE 2023**

Members noted the update report on Remembrance, with an update from Cllr Aitchison who is Chairman of the Royal British Legion. It was confirmed that there are now 42 wreath layers who lay down their wreaths at the Sunday Civic Act of Remembrance.

An amendment to the agenda report was noted that it is the Felixstowe and Suffolk Bowls Club, St Edmunds Road Felixstowe for refreshments from 12 noon on Sunday 12<sup>th</sup> November.

**RESOLVED that the update report on Remembrance 2023 be noted.**

#### **176. CHRISTMAS LIGHTS AND EVENTS 2023**

Committee received the report detailing plans from Felixstowe BID for Christmas.

**At this point in the meeting, having declared an Other-Registerable Interest in Felixstowe BID, Cllr A Folley left the meeting.**

Members agreed that the events last year were very popular and hopefully boosted the retailers offer.

**RESOLVED that a donation of £3,000 towards the BID's Christmas Ice Rink, and seasonal programme be funded from the Seasonal Events budget.**

#### **177. CIVIC CHRISTMAS CAROL SERVICE AND MAYOR'S CHARITY EVENTS**

Committee noted the report and dates of the Mayor's Charity events and the Mayor's Civic Christmas Carol Service.

**RESOLVED that the report on the Civic Christmas Carol Service and the forthcoming Mayor's Charity events be noted..**

### **178. FELIXSTOWE IN FLOWER**

Committee noted the report on Felixstowe in Flower and the postponement of the Felixstowe in Flower Awards evening which was due to take place on 22<sup>nd</sup> September.

Members considered a quote from the existing provider of plants for the hanging baskets, tubs and troughs and agreed that the plants for 2024 be ordered. It was noted that last year it had been difficult to obtain 3 quotes and the flowers this year had done very well. This being the first year since Grange Nurseries who had supplied Felixstowe in Flower for many years had ceased trading.

**It was RESOLVED that:**

- i. The report on Felixstowe in Flower be noted; and,**
- ii. The quote for 2024 plants for the hanging baskets, tubs and troughs be accepted and ordered at a cost of £5,969 to include a Watering Gel which should reduce the amount of watering required next year.**

### **179. TWINNING**

Committee considered the report on the forthcoming Twinning visit to Wesel for the annual Hanseatic Festival at the end of October and the planned celebrations to mark the 50<sup>th</sup> Anniversary of twinning with Wesel. A breakdown of activities currently being planned was circulated.

**It was RESOLVED that:**

- i. The report on Twinning be noted; and,**
- ii. The budget for Twinning for the year 2024/25 is increased to £5,000.**

### **180. CLOSURE**

The meeting was closed at 8.31pm. It was noted that the next meeting was scheduled to take place on Wednesday 11 October 2023 at 7.30pm.

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Date: \_\_\_\_\_

Chairman: \_\_\_\_\_