



Cllr G Newman	All	Local Non-Pecuniary (as Members of Suffolk County Council)
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#### **489. REQUESTS FOR DISPENSATION**

There were none.

#### **490. QUESTIONS TO THE MAYOR**

There were none.

#### **491. CONFIRMATION OF COUNCIL MINUTES**

**It was RESOLVED that the Minutes of the Ordinary Council Meeting held on 13 January 2016 be signed by the Mayor as a true record and adopted by the Council.**

#### **492. MAYOR'S COMMUNICATIONS**

The Mayor referred to the following list of engagements:

Churches Together in Felixstowe	24 January 2016
Funeral of Mr Peter Brown	26 January 2016
<i>Deputy Mayor - Laying a Wreath in Memory of Felixstowe Flood Victims of 1953</i>	<i>28 January 2016</i>
Visit to Positive Pals	29 January 2016
Port Community Fund Awards Ceremony	29 January 2016
Visit to Mr Ronald Garnham on his 99 <sup>th</sup> Birthday	1 February 2016
Installation of Library Defibrillator	4 February 2016
British Heart Coffee Morning	5 February 2016
356 (Felixstowe) Squadron 75 <sup>th</sup> Anniversary Dinner	5 February 2016
365 Air Cadets Sunday Parade	7 February 2016
Buckleham Grange Care Home	9 February 2016
Felixstowe Academy, Buggy Malone	11 February 2016
Tour of EACH Treehouse	16 February 2016
Mayor's Clergy Coffee Morning	18 February 2016
Launch of Fairtrade Fortnight	29 February 2016
Presentation of cheque to 6 <sup>th</sup> Old Felixstowe Scout Group	29 February 2016
Women's World of Prayer	4 March 2016
Felixstowe Swimming Club Presentation Evening	5 March 2016
Felixstowe Fairtrade Breakfast	7 March 2016
Felixstowe in Flower Mail Shot	8 March 2016

The Mayor announced that two more defibrillators had been offered to the Town Council, thanks to the Felixstowe Rotary Club, which could potentially be installed at the Leisure Centre and the toilet block at Beach Station Road.

Referring to the Felixstowe Fairtrade Breakfast event, the Mayor told the Council about Patrick, a tea farmer from Kenya, who had inspired all who had attended to with his presentation on Fairtrade and what it meant to him.

The Mayor thanked Members for supporting her Charity Curry Night which had raised a total of £800. Thanks were given to Shami and all the Bombay Nite staff for their continuing support to the Mayor's charities.

**RESOLVED that the Mayor's engagements since 24 January 2016, and the above communications, be noted.**

#### **493. 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 13 January 2016
- b) Planning & Environment Committee 27 January 2016
- c) Finance & General Purposes Committee 27 January 2016
- d) Assets & Service Committee 3 February 2016
- e) Planning & Environment Committee 10 February 2016
- f) Civic & Community Committee 17 February 2016
- g) Planning & Environment Committee 24 February 2016
- h) Finance & General Purposes Committee 24 February 2016

#### **494. REPORTS FROM MEMBERS ON OUTSIDE BODIES**

The Mayor invited Cllr Tracey Green to address the Council. Cllr Green gave the following report as the Town Council's representative to Felixstowe Library:

Suffolk Libraries has been awarded a gold standard and all 44 branches were very healthy. Other authorities in the country were now looking at Suffolk Libraries as prime example on how libraries should be run.

In 2015 Felixstowe Library had 158,769 visits, their current membership is 24,406, they have had 122,962 issues and renewals, they have 31,079 number of items in the library and are now open 7 days a week.

Future projects for Suffolk Libraries included:

- More libraries to present film shows.
- A new reading group for children
- An iPad lending service
- Felixstowe Library 50<sup>th</sup> Birthday celebrations
- A new initiative for all 11 year olds to have a library card.

It was noted that Felixstowe library was seeking funding support for their wifi.

**RESOLVED that the outside body report from Cllr Tracey Green be noted.**

#### **495. UNISERVE UPDATE**

The Mayor invited Mr John Gandy, Property Director to Uniserve Group, to update Council on the Uniserve Group's progress local projects.

Council heard from Mr Gandy that Uniserve had 3 projects on the go in town. The first was the conversion of the former Buregate public house on the corner of Buregate Road and Sea Road which was to be developed for residential use by their staff. A five acre site (Clickett Hill plateau A) would be developed following recent planning approval for a truck and vehicle maintenance unit. However, the major development would be the Uniserve 'Super DC' logistics facility on plateaus A and B. Council noted that as a result of increased costs, this project was likely to be delivered on a phased basis with work on site hoped to commence in the summer.

Responding to a question from Members on the number of jobs that could be anticipated, Mr Gandy advised that up to 500 jobs could be filled on a phased basis. It was understood that approximately 350 could be delivered in phase one, as a mix of permanent shift work augmented by agency work in peak periods. There were no 'zero hours contract' jobs proposed at this time.

Mr Gandy thanked the Mayor for the opportunity to address the Council and the support that Uniserve had received from the town.

**RESOLVED that the update from Uniserve be noted.**

#### **496. FELIXSTOWE FORWARD REPORT**

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

Ms Greengrass updated Council with the progress report on the Town Improvement Plan, highlighting a recent 'Retail Rendezvous' event and the potential interest in considering a Business Improvement District for the town..

It was noted that over 100 Business Confidence surveys had been distributed, with around 28 responses received so far. The majority of responses from independent retailers indicated some confidence that turnover in the next year would be similar to the last with some predicting this to increase by a third. Retailers were concerned about the potential change to business rates in 2017 and would like to see more use of the main shopping street with a possibility of more markets in the town to help increase tourism.

Council was advised that two beach huts were being prepared to be used as Tourist Information Points from May, one which will be opposite the Town Hall and one outside Mannings amusements. The Town Map pads had been printed and were ready for distribution.

Ms Greengrass highlighted the Music in the Gardens event planned for 24<sup>th</sup> April 2016 to celebrate the Seafront Gardens project and which would coincide with the Queens 90<sup>th</sup> Birthday. Council noted that its Youth Forum had contributed £1,000 towards this event for a band.

On the 11<sup>th</sup> May 2016 the RICS Awards would be announced and the Seafront Gardens were being considered for three categories as well as having been shortlisted for a Green Flag award. Members noted that there had been an issue of vandalism in the Round shelter which was being monitored by Suffolk Coastal Norse and the Police.

Ms Greengrass asked Council to consider the recommendations in her report on town noticeboards as Felixstowe Forward were seeking to improve these.

**It was RESOLVED that the Felixstowe Forward update report be noted as received and the recommendations in the report on noticeboards be endorsed.**

#### **497. SUBSCRIPTIONS 2016/17**

Council reviewed its subscriptions for 2016/17.

**RESOLVED that Council's subscriptions be confirmed and approved for 2016/17.**

#### **498. CEMETERY MEMORIAL GARDEN PROJECT**

Council considered the recommendation of the 3 February 2016 Assets & Services Committee that a budget of £20,000 be allocated from Cemetery Projects Earmarked Reserves to meet the cost of providing a new Memorial Garden (Minute #426 of 2015/16 refers).

**RESOLVED that the Cemetery Memorial Garden project be approved and funding be authorised, to a limit of £20,000, from the Cemetery Projects Earmarked Reserve.**

#### **499. OCCASIONAL GRANTS POLICY 2016/17**

Council considered the Occasional Grants Policy as recommended by the 17 February 2016 Civic & Community Committee (Minute #449 of 2015/16 refers).

**RESOLVED that the Occasional Grants Policy for 2016/17 be approved and adopted as presented in the report.**

#### **500. PRESS & MEDIA POLICY 2016/17**

Council considered the Press & Media Policy as recommended by the 17 February 2016 Civic & Community Committee (Minute #449 of 2015/16 refers).

**RESOLVED that the Press & Media Policy for 2016/17 be approved and adopted as presented in the report.**

#### **501. INVESTMENT POLICY & STRATEGY 2016/17**

Council considered its Annual Investment Policy & Strategy for 2016/17 as recommended by the 24 February 2016 Finance & General Purposes Committee (Minute #466 of 2015/16 refers).

**RESOLVED that the Investment Policy & Strategy for 2016/17 be approved and adopted as presented in the report.**

#### **502. INSURANCE ARRANGEMENTS**

Council considered its insurance arrangements for 2016/17 and the recommendation by the 24 February 2016 Finance & General Purposes Committee that Council enter in to a new three-year agreement with WPS for the provision of its insurance cover (Minute #469 of 2015/16 refers).

A Member asked whether Council's brokers were "whole of market" and whether Council had Key Man insurance cover should the Clerk was incapacitated for any length of time. The Clerk advised that the brokers were "whole of market" and undertook to make enquiries about Key Man cover.

**RESOLVED that Council enter in to a new three-year agreement with WPS for the provision its insurance and that the adequacy of arrangements for insurance cover in respect of all insured risks be confirmed for 2016-17.**

#### **503. ACCOUNTS FOR PAYMENT**

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

<b>Date</b>	<b>Voucher Nos.</b>	<b>Total Payment</b>
13/01/2016	406 – 420	£3,350.38
20/01/2016	421 - 427	£2,856.80
27/01/2016	428 - 436	£28,769.67
10/02/2016	437 - 447	£3,520.65
17/02/2016	448 – 454	£1,930.32
24/02/2016	455 - 466	£29,913.08
	<b>TOTAL</b>	<b>£ 70,340.90</b>

#### **504. CLOSURE**

The meeting was closed at 9.15pm. It was noted that the next meeting would be the Annual Council Meeting at 7.30pm, following the Annual Town Meeting which was to be held at 7pm on Wednesday 11 May 2016.

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

Town Mayor: \_\_\_\_\_