

**MINUTES** of the **ORDINARY COUNCIL** meeting held at Felixstowe Town Hall on  
**Wednesday 8 July 2015 at 7.30pm**

**PRESENT:** Cllr D Savage (Town Mayor)                      Cllr P Coleman  
                  Cllr N Barber    Cllr S Gallant  
                  Cllr S Bird    Cllr G Newman  
                  Cllr S Bloomfield    Cllr S Wiles

**OFFICERS:** Mr A Tadjrishi (Town Clerk)  
                  Mrs L Monsen (Mayor's Secretary)

**IN ATTENDANCE:** Ms H Greengrass (Felixstowe Forward Change Director)  
                          Ms K Ryder (SCDC Leisure and Countryside Manager)  
                          11 Members of the Public, 1 Member of the Press

**PUBLIC QUESTIONS**

A member of the public asked whether roadside banners removed by Suffolk County Council employees could be held in Felixstowe rather than taken away to Halesworth or Stowmarket as had happened recently. Cllr N Barber advised that he would speak with Highways to establish a resolution and it was suggested that the Town Hall may be able to hold removed banners for a short time to allow the owner to collect from a local point. Cllr G Newman advised that a proliferation of unauthorised signage was an issue for the town, more so from commercial enterprises than community groups.

In response to a comment from a member of the public on the valuable support provided by the SCDC Visitor Services Officer, Council Members highlighted the important for organisers of local events to be able to receive the support they require to be able to adequately plan their events.

In answer to a question as to the cost of a Blue Flag in comparison to any loss of tourism income as a result of no longer being part of this scheme, the Mayor advised that the cost was estimated as being between 7 and 10 thousand pounds and that EU bathing waters directives were more exacting a standard than Blue Flag requirements. Cllr N Barber stated that any loss to tourism would be impossible to ascertain, however representatives from the business community had not reported any negative impact.

**PRAYERS**

The meeting was preceded with prayers by Sgt. Richard Waters, Salvation Army, Felixstowe. Council observed one minute's silence to remember victims of the Tunisian beach attack of 26 June 2015.

**103. APOLOGIES**

Apologies for absence were recorded from **Cllr M Deacon, Cllr Jon Garfield, Cllr Jan Garfield, Cllr T Green, Cllr A Smith** and **Cllr K Williams**.

#### **104. DECLARATIONS OF INTERESTS**

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr S Bird Cllr S Bloomfield Cllr P Coleman Cllr S Gallant Cllr D Savage	All	Local Non-Pecuniary (as Members of Suffolk Coastal District Council)
Cllr G Newman Cllr N Barber	All	Local Non-Pecuniary (as Members of Suffolk County Council)

#### **105. REQUESTS FOR DISPENSATION**

There were none.

#### **106. QUESTIONS TO THE MAYOR**

There were none.

#### **107. CONFIRMATION OF COUNCIL MINUTES**

It was **RESOLVED** that the Minutes of the Annual Council Meeting held on 10 June 2015 be signed by the Mayor as a true record and adopted by the Council.

#### **108. MAYOR'S COMMUNICATIONS**

The Mayor referred to the following list of engagements:

Langer Primary School (Felixstowe in Flower)	5 June 2015
Colneis Junior School (Felixstowe in Flower)	11 June 2015
The Hut (Rose Care Residential Care Home Fish & Chip Lunch)	11 June 2015
<i>Deputy Mayor – Grange Primary School (Sports Day)</i>	12 June 2015
<i>Deputy Mayor – Lillie's Café &amp; Diner (Open Day)</i>	12 June 2015
Peewit Caravan Park (Afternoon Tea Party)	13 June 2015
<i>Deputy Mayor - United Reform Church, Southwold (Civic Service)</i>	14 June 2015
Level2 (AGM)	15 June 2015
Town Hall (Launch of Felixstowe in Flower)	16 June 2015
Trimley Sports & Social Club (Felixstowe CAB)	18 June 2015

White Gables Residential Home (National Care Home Open Day 2015)	19 June 2015
Bucklesham Grange Care Home (Open Day)	19 June 2015
Felixstowe Ferry Club (RNLI Day)	21 June 2015
Salvation Army Hall (Civic Service)	21 June 2015
<i>Deputy Mayor – Suffolk New College (End of Year Student Celebration)</i>	24 June 2015
Felixstowe Internal College (Concert, Prize Giving & Sports Day)	26 June 2015
Felixstowe Academy (The Chicago Staff Band)	26 June 2015
<i>Deputy Mayor – Felixstowe Library (Sponsor Evening for Felixstowe Book Festival)</i>	26 June 2015
The Orwell Hotel (Felixstowe Book Festival)	27 June 2015
Kesgrave Hall (The Queens Award for Enterprise 2015)	29 June 2015
St Felix Church (FACTS AGM & 25 <sup>th</sup> Anniversary Celebrations)	29 June 2015
Tesco Metro (Foodshare Foodbank)	30 June 2015
Raven Hut, Nacton (Orwell District Scouts AGM)	2 July 2015
Trinity Methodist Church (Fuchsia Society Fantasia)	4 July 2015
Landguard Fort (Darrells Day)	5 July 2015
The Orwell Hotel (Local Schools Community Production)	8 July 2015

The Mayor highlighted the vast array of high quality events around the town and thanked the Deputy Mayor for supporting a number of these engagements.

**RESOLVED that the Mayor’s engagements since 3 June 2015 be noted.**

#### **109. MINUTES OF COMMITTEE MEETINGS**

**It was RESOLVED that the Minutes of the following meetings be noted as received and adopted:**

- a) Planning & Environment Committee 3 June 2015**
- b) Assets & Services Committee 3 June 2015**
- c) Planning & Environment Committee 17 June 2015**
- d) Civic & Community Committee 17 June 2015**
- e) Finance & General Purposes Committee 24 June 2015**

## **110. REPORTS ON OUTSIDE BODIES**

No reports received.

## **111. RECOMMENDATIONS FROM COMMITTEES**

**It was RESOLVED that following recommendations from Council's Committees be approved:**

- i. a new urns burial section of the Cemetery be created, as per Minute 50i of Assets & Services 3 June 2015, and the scheme be funded via the Council's Cemetery Projects Earmarked Reserve to a maximum total of £1,700;**
- ii. the principle of a new Memorial Garden at the Cemetery be approved subject to further consideration of a scheme by the Assets and Services Committee and a clear recommendation to Council as to the level of funding required;**
- iii. a bench be installed on the Council's behalf by SCS Norse at the Gosford Way green, as per Minute 84iii of Civic & Community 17 June 2015, with the total cost of £1,105.95 to be approved via the Council's Recycling Credits Earmarked Reserve;**
- iv. the Internal Control Statement for the year ending 31 March 2015 be adopted as per Minute 90 of Finance & General Purposes 24 June 2015; and,**
- v. as per Minute 93 of Finance & General Purposes 27 June 2015, the Council would register for the Local Council Award Scheme, in order to work towards the Quality Gold Award, the cost of registration of £250+VAT to be funded from the Council's Enhancement & Promotional Earmarked Reserve; and, a Working Group comprising the Mayor, Cllr G Newman, Cllr N Barber, the Town Clerk and the Finance Administration Officer be set up to oversee delivery of the project.**

## **112. FELIXSTOWE FORWARD REPORT**

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

Ms Greengrass reported positive feedback on the newsletter style briefing paper Felixstowe Forward had distributed around the town, which had been well received. Felixstowe Forward had been active in the town, liaising with local schools on their work for the Book Festival. Council heard that an intern had been supporting the team and would be evaluating events over the summer, Ms Greengrass offered to forward further information to Members following the completion of this work.

Referring to the forthcoming engagement event, Ms Greengrass was pleased to report that this had been oversubscribed and would potentially require a second event to cater for the interest registered by a broad spectrum of attendees from across the town. Views from students received during a drop-down day at Felixstowe Academy would be incorporated in to the work around the engagement event on 17 July, along with comments from a recent Retail Forum.

Concluding her update, Ms Greengrass announced that news of the work of Felixstowe Forward had already been heard by the Department of Communities and Local Government (DCLG) and, as one of the first 12 Coastal Communities Teams (CCTs) in the country, Felixstowe was being considered for a potential visit from the Minister of State for Communities and Resilience, MP Mark Francois.

In consideration of the developments happening in the town, and with the seafront gardens project close to completion, Members commented on the need to promote the town as a resort and tourist destination. Suggestions such as an enhanced presence in the local newspaper and a promotional campaign to tour operators were put forward.

Members recorded a vote of thanks to Helen Greengrass for the summary of activities being carried out by Felixstowe Forward.

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

### **113. FELIXSTOWE SPORT HUB**

Council received a progress report on the Felixstowe Sports Hub project from SCDC Leisure and Countryside Manager, Keri Ryder.

Members heard that there had been consultation with local sports clubs on three sites and Felixstowe Academy. SCDC were looking at how the aspiration of the local clubs could be met over the next 10+ years. Ms Ryder confirmed that the lease for the rugby club had been completed in the past week and the football club would be considered by SCDC Cabinet soon. Work was being done with the cricket club combining to establish a 'home for cricket' in the town.

Council noted that the Academy were considering updates to the hockey pavilion and provide other facilities. The hockey club's ambitions for a second all-weather pitch could be possible if a 3G pitch could be realised at the football club.

Ms Ryder outlined the next steps as securing funding streams with the support of SCDC. A sports funding group was being set up for collective bidding as would strengthen bids with a higher chance of success.

The Mayor advised that Eastwood Ho was not suitable for cricket and should be retained as open space. Ms Ryder agreed that it would take a considerable amount of work to make this area work for cricket.

In summing up, Ms Ryder wished to dispel a local rumour that a large sum of money had been awarded to the cricket club, stating that the funding had been allocated to the whole sports collective.

Members thanked Ms Ryder for providing Council with the update and looked forward to receiving further reports on progress with the initiative in due course.

**RESOLVED that the Sports Hub update report be noted as received.**

#### **114. CIVIC MEMORABILIA**

Council considered making a provision for occasional items which may be presented as formal gifts to official guests or visitors to the town, or as awards given by the Council. Members discussed the value of holding a limited stock of item such as pens, lapel badges and wooden shields depicting the Council's crest.

**It was RESOLVED that expenditure be authorised from Council's Enhancement and Promotional Earmarked Reserve for the purchase of pens, lapel badges and wooden shields depicting the Felixstowe crest, to a limit of £1,000; with the specification and quantities of each to be delegated to the Town Clerk in consultation with the Mayor.**

#### **115. 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>
31/05/2015	80 – 106	£43,482.00
10/06/2015	107 – 121	£39,384.87
24/06/2015	122 – 145	£37,501.15
01/07//2015	146 - 149	£11,679.18
	<b>TOTAL</b>	<b>£132,047.20</b>

#### **116. CLOSURE**

The meeting was closed at 8.32pm. It was noted that the next Ordinary Meeting was scheduled for Wednesday 9 September 2015 at 7.30pm.

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

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