

MINUTES of the **CIVIC & COMMUNITY COMMITTEE** meeting held at Felixstowe
Town Hall on **Wednesday 18 April 2018** at **7.30pm**

PRESENT: Cllr D Savage (Chairman)
Cllr S Bloomfield
Cllr P Coleman
Cllr Jon Garfield

Cllr T Green
Cllr S Wiles
Cllr K Williams

OFFICERS: Mrs D Frost (Deputy Town Clerk)

616. PUBLIC QUESTIONS

There were none.

617. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr C Barham, Cllr S Gallant, Cllr M Jepson.**

618. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bloomfield Cllr P Coleman Cllr T Green Cllr D Savage	All	Local Non-Pecuniary (as Members of Suffolk Coastal District Council)
Cllr S Wiles	All	Local Non-Pecuniary (as Members of Suffolk County Council)

619. REQUESTS FOR DISPENSATION

There were none.

620. CONFIRMATION OF MINUTES

It was **RESOLVED** that the **Minutes of the Civic & Community Committee** meeting held on **21 February 2018** be signed as a true record.

621. CIVIC & COMMUNITY BUDGET REPORT

The Committee considered a summary and detailed report showing income and expenditure against budget to 31 March 2018. It was noted that the final 'year-end' figures were subject to change due to any final invoices and payments as part of the year end process.

It was **RESOLVED** that the **Budget Report to 31 March 2018** be received and noted as presented, with no other action required at this time.

622. ANNUAL GRANTS AND OTHER PAYMENTS

Committee considered the report on Annual Grants and other annual payments under its authority. Due to the recent reports of Felixstowe Volunteer Coast Patrol Rescue Service (FVCPRS) suspending their rescue service, committee agreed to keep their annual grant ring-fenced until the FVCPRS are back in operation.

RESOLVED that the payment of Annual Grants and other annual payments for 2018/19 be approved as presented in the report.

623. FELIXSTOWE PHOTO COMPETITION

Committee received updated details on the Photo Competition provided by Stephen Rampley. Members requested clarification on the following: The entry requirements currently state that entrants may only submit one photograph for inclusion into one of the three themes. Members enquired whether there was a reason for this, and would like to know whether this can be changed to 1 entry per category. Members noted the long period of time between the competition being launched at the Annual Town Meeting on 9 May and the closing date, the benefit of this long period would be that entrants can capture all seasons. The competition will be promoted via the Town Council's newsletter and regularly on social media. Members suggested that photographs posted online for public voting should be anonymous so that the photo was judged on its content as opposed to the popularity of the entrant. Members also were interested to know the details of the prize once decided. The Deputy Town Clerk will seek clarification on the above matters and report back to committee.

RESOLVED that Committee supports an annual Felixstowe Photo Competition subject to clarification of the above.

624. COMMUNITY ENGAGEMENT STRATEGY 2018-19

Committee reviewed the Council's Community Engagement Strategy which was presented with no change from the previous year 2017-18.

It was RESOLVED that the Community Engagement Strategy as presented be finalised and recommended to Council for adoption for 2018-19.

625. CIVIC AWARDS/ANNUAL TOWN MEETING

Committee received the report on Civic Awards and the Annual Town Meeting, and the Deputy Town Clerk gave further details of the new format for 9 May 2018.

Members reviewed the current arrangements for the Civic Awards and decided that the makeup of the awarding panel be kept as it is for the current administration. Members agreed that the current panel which comprises of the Mayor, Deputy Mayor, immediate Past Mayor, Chairman of F&GP and Chairman of Civic & Communities is made up of mostly long-standing

members. Members requested that this be re-considered in June 2019 after the new administration to consider a panel which would include newer members, although being a daytime meeting this may be difficult unless moved to the evening.

In previous years the Community Award was restricted to only Councillors nominating as it was felt that Councillors were best placed through their work in the community. This year it was opened up, so that anyone could nominate for this organisation award. Members agreed that the Community Award should in future be opened up to anyone being allowed to nominate.

Members discussed extending the age range from the current range up to age 21, to 25 for the HMS Ganges Youth Trophy. It was decided to retain the age limit to 21 as this was the age young people tended to leave university.

Committee considered the questions on the nomination form, and agreed that it would be useful for the form to ask how long the nominee has been involved with the activity/activities for which they are being proposed for the award. Members also agreed that the form should make it clear whether the activity they are being nominated for is connected to their employment or business. It was agreed that this would not necessarily deter the nominee from being awarded.

Members were pleased that the new format for the Annual Town Meeting would provide excellent public engagement.

It was RESOLVED that:

- i) The Civic Awards Panel be kept the same for the year 2019, but reconsidered in June 2019 for the following year.**
- ii) The Community Award be opened up so that any member of the public can nominate a local organisation for this award.**
- iii) That the age range for the HMS Ganges Youth Trophy be retained at up to age 21.**
- iv) The questions be amended to allow detail of how long the nominee has have been involved in the activity, and whether the activity is connected to their employment or business.**

626. SUFFOLK DAY 2018

Committee considered different ways to participate in Suffolk Day on 21 June 2018. Although the community litter pick was felt very worthy, members wanted to give something to the community to celebrate Suffolk Day. Ideas such as table and chairs outside the Town Hall with Tea and Coffee provided and the possibility of the Academy providing some music are to be considered.

Members agreed to organise this activity and will email the Deputy Town Clerk with further ideas.

RESOLVED that Committee will organise an activity to support Suffolk Day on 21 June 2018

627. ARMED FORCES WEEKEND LEGACY GRANT UPDATE

Members considered the grant applications received and the Deputy Town Clerk updated committee on the decisions of the awarding panel to date. Committee agreed approval of all three grants.

RESOLVED that the decisions of the awarding panel be noted, and all three applications be approved.

628. REMEMBRANCE 2018

The Deputy Town Clerk gave a verbal report on plans for the Centenary Remembrance 2018. Members noted the events that were being planned, including events being planned by the Trimleys.

Members discussed the beacon owned by Suffolk Coastal District Council, at Clifflands Car Park state of dis-repair, and agreed that it was of high priority to ensure we have a beacon to light for the Remembrance events, and also discussed the possibility of have two beacons one at Clifflands Car Park and one at the Fort.

Previously it had been discussed to plant poppies or suchlike on the promenade. The Deputy Town Clerk will investigate and report back to committee. Other ideas such as people dressed in WW1 uniform standing around the town were discussed.

It was agreed that the website should be updated to reflect the events as soon as they were definite.

The Deputy Town Clerk reminded members of the Armed Forces Weekend Legacy Grant fund, and encouraged any organisation planning events for Remembrance to apply for the available funding.

It was RESOLVED that:

- i. the Remembrance 2018 update report be noted;**
- ii. Members continue to promote the Armed Forces Weekend Legacy Grant Fund.**

629. CLOSURE

The meeting was closed at 8.21pm. The next meeting was noted as being scheduled for Wednesday 20 June at 7.30pm.

Date: _____

Chairman: _____