

535. DECLARATIONS OF INTERESTS

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr S Gallant Cllr T Green Cllr D Savage	All	Local Non-Pecuniary (as Members of Suffolk Coastal District Council)
Cllr S Bird Cllr G Newman Cllr S Wiles	All	Local Non-Pecuniary (as Members of Suffolk County Council)
Cllr C Barham	549	Disclosable Pecuniary Interest (as family business quoted to supply and fit carpet)

Having declared that her interest in item 549 was Pecuniary, Cllr Barham advised that she would leave the Chamber prior to, and for the duration of, that item.

536. REQUESTS FOR DISPENSATION

There were none.

537. QUESTIONS TO THE MAYOR

There were none.

538. CONFIRMATION OF COUNCIL MINUTES

It was RESOLVED that the Minutes of the Ordinary Council Meeting held on 10 January 2018 be signed by the Mayor as a true record and adopted by the Council.

539. MAYOR'S ANNOUNCEMENTS

The Mayor referred Council to the following list of engagements undertaken by the Deputy Mayor and himself over the previous period:

<i>Deputy Mayor – Welcome Event for new Capts William & Stephanie Thompson</i>	13 January 2018
<i>Deputy Mayor – Wesel Association AGM</i>	13 January 2018
Opening Memory Lane Support Group	19 January 2018
Felixstowe Men's Shed	20 January 2018
Funeral of Mrs Christine Goodman	24 January 2018
Mayor's Charity Quiz Night	25 January 2018
Church Service to commemorate the 65 th Anniversary of the	27 January 2018

loss of lives in the North Sea Floods	
<i>Deputy Mayor – Launch of the Felixstowe Christian Action Against Poverty and Debt</i>	28 January 2018
Opening of the Felixstowe Wine Boutique	30 January 2018
<i>Deputy Mayor – SCC Chairman’s Charity Concert</i>	30 January 2018
Radio Suffolk , Talk with Mark Murphy	31 January 2018
Moment of Reflection – 65 th Anniversary of the North Sea Floods	31 January 2018
Merrifields Care Home Dignity Day Celebrations	1 February 2018
1 st Walton Rainbows Grant Cheque Presentation	1 February 2018
Mayor’s Charity Curry Night	5 February 2018
Felixstowe Radio Live Chat	7 February 2018
Belated Christmas Visit to The Firs Care Home	14 February 2018
Opening of the new Lidi Foodstore	22 February 2018
<i>Deputy Mayor – Launch of Fairtrade Fortnight</i>	26 February 2018
Felixstowe in Flower Mailing Shoot with Girl Guides	6 March 2018
<i>Deputy Mayor – 356 (Felixstowe) Squadron Annual Dinner</i>	10 March 2018
Raising of the Commonwealth Flag	12 March 2018
Felixstowe & District Council Sports Awards	12 March 2018
Mayor’s Charity Psychic Night	13 March 2018

The Mayor thanked the Deputy Mayor, Cllr Graham Newman for helping out with his Engagements in the New Year. He was especially proud that his three charity events were well attended and had raised a lot of money for his three worthwhile local charities. The two events to mark the 65th Anniversary of the North Sea Floods had been very moving and he thanked St Johns Church and Langer Primary Academy for making this very special.

He congratulated the Felixstowe Museum for winning the ‘Best Small Visitor Attraction’ at the EADT EDP Norfolk and Suffolk Tourism Awards 2018 and the Felixstowe Golf Club for winning the ‘Championship Venue of the Year’ at England Golf Awards 2018.

It was RESOLVED that the Mayor’s engagements since 13 January 2018, and the above communications, be noted.

540. 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 10 January 2018**
- b) Planning & Environment Committee 24 January 2018**

- c) Finance & General Purposes Committee 24 January 2018
- d) Planning & Environment Committee 7 February 2018
- e) Assets & Service Committee 7 February 2018
- f) Planning & Environment Committee 21 February 2018
- g) Civic & Community Committee 21 February 2018
- h) Highways Advisory Committee 6 March 2018
- i) Planning & Environment Committee 7 March 2018

541. REPORTS FROM MEMBERS APPOINTED TO OUTSIDE BODIES

Council received the report of Cllr Tracey Green, Town Council representative to Suffolk Libraries IPS.

Referring to her report Cllr Green told Members that all 44 Suffolk Libraries had remained open and that Suffolk Libraries were looked at as a paradigm for other Counties. A new community group Friends of Felixstowe Library has been set up which will give Felixstowe Library more governance and support. Suffolk Libraries have developed a comprehensive strategy and business plan called 2020 Strategy – Our Vision for our future and Cllr Green distributed this to Members.

Members thanked Cllr Green for her report and noted that the date of the Launch of the Friends of Felixstowe Library Event was Saturday 7th April.

RESOLVED that the outside body report from Cllr Tracey Green and the date of the Launch of the Friends of Felixstowe Library Event be noted.

542. FELIXSTOWE FORWARD REPORT

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

Good progress was being achieved with the Business Improvement District (BID) working group meetings which have already met twice. There were many challenging questions around the BID, but it is proving very worthwhile. Part of the BID was to look at a draft action plan and financial viability and this is hoped to be completed soon. Felixstowe Forward will be holding their annual Engagement Event Workshop on 6th July and invitations will be going out shortly.

The new VisitFelixstowe website is now up and running which is a lot user friendly and has a fresh look. Ms Greengrass encourages everyone to have a look at www.visitfelixstowe.org.uk. To raise awareness on dementia it is hoped to 'paint the town blue' and Ms Greengrass is currently looking at a programme for this for the Dementia Action Week in May. Felixstowe Forward will be holding a short consultation on dogs on Felixstowe beaches and will be asking for feedback from members of the public.

Ms Greengrass advised that the new welcome sign to Felixstowe train station will soon be erected and the Level2 Youth Project have been commissioned to create new artwork at the entrance.

A new Landguard Fort Manager is soon to be in post.

Felixstowe Chamber of Commerce has recently secured funding to enable a small study to be conducted on setting up micro businesses in Felixstowe. Their AGM is on 21 March 2018 and all Councillors are welcome to attend. There will be presentations from Tim Snook (SCDC), Charles Manning (Manning's Amusements & the Copas Bar), David Spencer (Felixstowe Ferry Golf Club) and Helen Greengrass (Felixstowe Forward).

Cllr S Gallant arrived at the meeting.

It was RESOLVED that the Felixstowe Forward progress reports be noted as received and the date of Felixstowe Forward Engagement Event and Felixstowe Chamber of Commerce AGM also be noted.

543. SCDC/FTC WORKING GROUP

Council received the notes of the 5th February 2018 SCDC/FTC Working Group meeting.

A Member asked if it was possible to confirm that the SCDC website automatically confirms receipt of emails received from members of the public with details of what the email receipt is responding to, rather than just a generic email.

Following a Member's query concerning whether their Enabling Budget could be used on the same event as previous years, it was advised that for new bids to be eligible from a recurring event there must be additional activities from the previous year or shown that there is added value to the event from the previous years.

RESOLVED that the notes from the 5th February 2018 SCDC/FTC Working Group be noted as received.

544. INVESTMENT POLICY & STRATEGY 2018/19

Council considered its Annual Investment Policy & Strategy for 2018/19 as recommended by the 24 February 2018 Finance & General Purposes Committee which had been updated to reflect current investments (*Minute #460 of 2017/18 refers*).

RESOLVED that the Investment Policy & Strategy for 2018/19 be approved and adopted as presented in the report.

545. INSURANCE ARRANGEMENTS

Council considered its insurance arrangements for 2018/19 as per the recommendation of the 24 February 2018 Finance & General Purposes Committee (*Minute #461 of 2017/18 refers*).

RESOLVED that the arrangements for insurance cover in respect of all insured risks be approved and confirmed as adequate for 2018/19.

546. OCCASIONAL GRANTS POLICY 2018/19

Council considered the Occasional Grants Policy as recommended by the 21 February 2018 Civic & Community Committee (*Minute #505 of 2017/18 refers*).

RESOLVED that the Occasional Grants Policy for 2018/19 be approved and adopted as presented in the report.

547. PRESS & MEDIA POLICY 2018/2019

Council considered the Press & Media Policy as recommended by the 21 February 2018 Civic & Community Committee (*Minute #506 of 2017/18 refers*).

RESOLVED that the Press & Media Policy for 2018/19 be approved and adopted as presented in the report.

548. CEMETERY ADMINISTRATION SOFTWARE

Council considered the recommendation of the Assets & Services Committee to purchase the Cemetery software and authorise the funding of the initial purchase costs from the Cemetery Project Earmarked Reserve. After further discussion it was agreed to purchase Option 1 in the first instance to enable the historical records to be inputted which could possibly take up to 2 years. Members could then consider adding the Genealogy at a later date once there is sufficient data on the system.

RESOLVED to purchase the ClearSkies Option 1 from the Cemetery Projects Earmarked Reserve at a cost of £3000.

At this point in the meeting, Cllr C Barham left the chamber.

549. TOWN HALL & BROADWAY HOUSE CARPETS & AUTOMATIC DOOR

Council considered the recommendation of the Assets & Services Committee and agreed to ask FOPWA to decide the choice of colour and quality for Broadway House. The Clerk advised that expenditure for the Council Chamber carpet, for which a further sum was required for the Chairman's room to have a matching carpet installed, could be met in part from the Town Hall Repairs and

Maintenance budget, with the remainder being required from the Town Hall Maintenance Earmarked Reserve.

RESOLVED that:

- i. **the carpet in the Council Chamber and Chairman's room at the Town Hall, be replaced, the cost for this to be met in part from the Town Hall Repairs and Maintenance budget, with the remainder being authorised from the Town Hall Maintenance Earmarked Reserve 9065/900;**
- ii. **the carpet at Broadway House be replaced, with the cost of either £2,715+VAT (for Scala Heavy contract) or £3,139.00+VAT (for Hospi-Super) to be taken from the Broadway House Earmarked Reserve 9050/900; and,**
- iii. **the replacement of the single swing operator be authorised in order to repair the internal door at Broadway House, with the cost of £1,699+VAT to be taken from the Broadway House Earmarked Reserve 9050/900**

Cllr C Barham returned to the chamber.

550. CONSULTATION:LEISURE VISION

Council considered the SCDC Leisure in Felixstowe consultation and it was agreed that the Town Clerk would format a draft response from Members and deliver to Finance & General Purposes Committee on 28 March for discussion.

RESOLVED that the Town Clerk would format a draft response from Members and deliver to Finance & General Purposes Committee on 28 March for discussion.

551. PUBLIC SPACE PROTECTION ORDERS (PSPOs)

Council considered the recommendation of the Civic & Community Committee.

Members were concerned about open fires and barbeques on the beach but as there was no legislation at the moment it had been rejected by the small Working Group set up by the Civic & Community Committee.

RESOLVED to make a formal request to SCDC to request an introduction of a Dogs on Lead (Felixstowe) PSPO to require that dogs be kept on leads at Martello Park, within the Seafront Gardens and in Langer Park play area.

552. SINGLE-USE PLASTICS

Council considered the Youth Forums aspiration for Felixstowe to become a single-use plastic free town. Council fully supported this and Members asked

that delegated authority be given to the Finance and General Purposes Committee to develop the policy.

RESOLVED to delegate authority to the Finance and General Purposes Committee to develop a policy phasing out the use of single-use plastic products.

553. ACCOUNTS FOR PAYMENT

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

Date	Voucher Nos.	Total Payment
09/01/2018	384 – 409	£21,221.70
23/01/2018	410 – 428	£34,051.69
06/02/2018	429 – 440	£3,950.42
21/02/2018	441 – 452	£3,465.58
06/03/2018	453 – 467	£35,836.64
	TOTAL	£98,526.01

554. CLOSURE

The meeting was closed at 8.58pm. It was noted that the next meeting was the Annual Town Meeting at Felixstowe Academy at 7pm on Wednesday 9 May 2018.

The Annual Council Meeting will be at Felixstowe Town Hall, 7pm Wednesday 16 May 2018.

Date: _____

Town Mayor: _____