

MINUTES of the **ORDINARY COUNCIL** meeting held at Felixstowe Town Hall on
Wednesday 12 September 2018 at 7.30pm

PRESENT: Cllr G Newman (Mayor) Cllr Jon Garfield
Cllr T Green (Deputy Mayor) Cllr Jan Garfield
Cllr N Barber Cllr M Jepson
Cllr C Barham Cllr D Savage
Cllr S Bird Cllr A Smith
Cllr P Coleman Cllr S Wiles
Cllr M Deacon Cllr K Williams
Cllr S Gallant

OFFICERS: Mr A Tadjrishi (Town Clerk)
Mrs D Frost (Deputy Town Clerk)

IN ATTENDANCE: Ms Helen Greengrass, Felixstowe Forward Change Director
1 member of the Press
23 members of the public.

MOMENT OF REFLECTION

The meeting was preceded a moment of reflection from Ms Wendy Smith, representative of The Laydens Community Café Felixstowe.

207. PUBLIC QUESTION TIME

A member of the public asked whether the Town Council used Equality Impact Assessments. The Town Clerk advised that the Council acted in accordance with its Equal Opportunities policy and he would be pleased to discuss this further with the Suffolk Coastal Disability Forum subsequent to the meeting if desired.

A member of the public raised several concerns regarding the District Council's Local Plan First Draft consultation; referring to town growth, housing growth, external factors for employment, an affordability crisis with so few houses available locally under £250k and a risk that the town becomes stretched with insufficient infrastructure. A Member reiterated the importance of responding to the District Council via the consultation and advised that the Town Council, as a consultee itself, and individual Councillors had considered the draft Local Plan through a long series of meetings with many emails and the views from members of the public being taken on board. Members were pleased to note that the provision of affordable home was one of the main drivers to the local plan. In response to public concern about the sustainability of employment at the Port of Felixstowe, it was noted that computerisation would lead to a change in the nature of some jobs but haulage was likely to continue to grow and the Port should be supported in retaining its market leading share. In relation to comments about affordable housing, a Member advised that the government were looking at ways to help young people afford to buy a house. In an ideal world people would live near their place of work, but there are a large number of people who live in the town but work elsewhere – no one has

the right to dictate where people should live. The plan is about providing that capacity in the future, if it is required.

A member of the public raised concerns regarding the capability and size of the academy if the town does expand to the Garden development and asked for Member's views on the Garden development and how many Councillors supported this development. A Member responded that the pupil cap was set by the Academy but that there was capacity to increase. Members said they believed that the Grove woodland would be protected as part of any plans for the North Felixstowe Garden Neighbourhood concept.

A member of the public suggested that a cycle/footbridge across Candlet Road would be crucial for linking to the new leisure centre if that went ahead. There could be a good opportunity for an international competition to design an exciting and vibrant entrance to the town.

In accordance with standing order 3(f), the Mayor agreed to extend the period of time designated for public participation.

A member of the public spoke about the meeting in Trimley and Kirton this evening, and how being on the same night has affected attendance of this meeting. The Mayor confirmed that Innocence Farm is not in the Parish of Felixstowe. The Clerk confirmed that comments by the Town Council in relation to Innocence Farm in the Local Plan consultation were predominately linked to the traffic impact on the A14 and sustainability of the Port of Felixstowe.

A member of the public felt that the leisure centre should not be relocated from the beach and expressed concern on the number of recently empty shops on Hamilton Road, attributing this to the high cost of business rates. Members explained that an extensive consultation has been carried out on the leisure centre and that the public had clearly favoured a 'destination' facility which was easily accessible by car with free parking. Members advised that the District Council's plans appeared to be for a location that will tempt more visitors to Felixstowe. Regarding retail in the town centre, Members advised that the Town Council does not set or receive money from business rate. Members had heard about plans to reopen some shops and a plan had been received to turn one into a new restaurant. The Felixstowe BID (Business Improvement District) initiative was ongoing and would empower shop owners and businesses to lead on the delivery of priorities designed to improve footfall.

A discussion took place regarding the link with business rates as part of council's response to the Local Plan and also education. A member confirmed that he has been reassured by Suffolk County Council of their input regarding education into the local plan.

A member of the public urged that brownfield sites should be used first before sites such as Gulpher Road. A Member confirmed that it was national policy to use available brownfield sites first. There were very few in Felixstowe but anyone with a brownfield site they would wish to put forward would be very welcome.

208. APOLOGIES

Apologies for absence were received from **Cllr S Bloomfield**.

209. DECLARATIONS OF INTERESTS

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr P Coleman Cllr M Deacon Cllr S Gallant Cllr T Green Cllr D Savage Cllr A Smith	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)

210. REQUESTS FOR DISPENSATION

There were none.

211. QUESTIONS TO THE MAYOR

There were none.

212. CONFIRMATION OF COUNCIL MINUTES

It was RESOLVED that the Minutes of the Council Meeting held on 25 July 2018 be signed by the Mayor as a true record and adopted by the Council.

213. MAYOR'S ANNOUNCEMENTS

The Mayor referred to the following list of engagements:

<i>Deputy Mayor – Music in Felixstowe – Felix the Cat</i>	10 July 2018
<i>Deputy Mayor – Mill Lane Garden Fete</i>	14 July 2018
Memory Lane Dementia Support Group	19 July 2018
Orwell Scouts AGM	19 July 2018
Opening of the River of Life Community Cafe	21 July 2018
Foxgrove & Maynell House Care Home Summer Fete	21 July 2018
Felixstowe & District Horticultural Show 2018	21 July 2018
Felixstowe Academy Summer Concert	23 July 2018
Breakfast with Wesel Fire Cadets	25 July 2018

Men's Sheds BBQ	26 July 2018
BBQ with Wesel Fire Cadets	26 July 2018
Felixstowe Carnival	27 & 28 July 2018
Wesel Civic Visit – <i>both Mayor & Deputy Mayor</i>	2-6 August 2018
Proms on the Prom	11 August 2018
Cambridge Mayor's Day Out in Felixstowe	14 August 2018
St Edmundsbury Mayors Charity Dinner	14 August 2018
Opening of the Felixstowe Photographic Society Exhibition	15 August 2018
Salzwedel Tea Party	18 August 2018
Felixstowe Ferry, Past, Present and Future Book Launch	19 August 2018
Felixstowe Ferry Fest Launch	24 August 2018
Art on the Prom	2 September 2018
1 Big Multicultural Event	2 September 2018

The Mayor thanked the Deputy Mayor, Cllr Tracey Green for her support in attending two engagements on his behalf.

The Mayor commented that after one of the warmest summers it was wonderful to see the resort was still so busy. Highlights of the summer were the Wesel Fire cadets week-long stay at Peewitt caravan park, during their trip they visited London and put on a BBQ; the Civic visit to Wesel for the PPP festival; Felixstowe Carnival which sadly saw a break in the weather and the Proms on the Prom which was well attended by 3-400 people and was very enjoyable. A new event for this year was the Felixstowe Ferry Fest.

The Mayor successfully completed his 60 mile cycle ride on the prom for his charities on 1 September where over £1,000 in sponsorship has been raised.

The first Sunday in September saw another packed Art on the Prom showcasing local artists and the following weekend another successful Heritage Open Day weekend which received a lot of visitors from the town, across Suffolk and beyond.

The Mayor highlighted the Town Council's involvement in forthcoming events for the Centenary of Remembrance. In addition to traditional remembrance services, a significant event called 'Felixstowe Remembers, the Battles Over, Beacon Lighting' was planned for which 163 volunteers were being sought to represent the 163 lost lives from Felixstowe.

It was RESOLVED that the Mayor's engagements since the previous meeting, and the above communications, be noted.

214. 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 18 July 2018**
- b) **Finance & General Purposes Committee 25 July 2018**
- c) **Planning & Environment Committee 1 August 2018**
- d) **Planning & Environment Committee 15 August 2018**
- e) **Planning & Environment Committee 29 August 2018**
- f) **Assets & Services Committee 5 September 2018**

215. REPORTS FROM MEMBERS APPOINTED TO OUTSIDE BODIES

None received.

216. FELIXSTOWE FORWARD REPORT

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

Ms Greengrass gave background information on BIDs (Business Improvement Districts). BID relies on good quality stakeholder engagement and would be progressing soon, once the survey has been agreed. There were over 300 shops and businesses in the town centre area. Following a feasibility study, if it is decided to progress the next step will be to create a business plan. The BID area could raise around £100,000 per annum. Currently in its very early stages but updates will be brought to Council in due course. Further information is available online at <http://www.eastsuffolk.gov.uk/business/regeneration-projects/felixstowe-forward/felixstowe-horizons/business-improvement-district/>

Ms Greengrass drew attention to the forthcoming Business-to-Business Exhibition on 3 October at the Orwell Hotel where there would be an opportunity for networking.

Ms Greengrass reported on a very successful 'End of Season' event that had taken place the day before. They had looked particularly at the resort for 2019 including the Felixstowe 'Great Days by the Sea' logo and future monitoring of how the logo is being used. Event Management and how this can be streamlined and improved was also discussed. Notes will be circulated to members shortly.

The general meeting of the Dementia Action Alliance took place on 4 September. Felixstowe as a Dementia Friendly town and the gap to support carers were discussed and details will be circulated in due course.

Ms Greengrass gave an update on the community events calendar, and a meeting with Infolink held the previous week. There was a now a live community calendar on the Town Council website with plans to enhance this.

A Member raised the issue of rats which had been caused by the tremendous summer and number of visitors coming to the seafront. Ms Greengrass confirmed that there had been an increase in the collection of refuse, emptying bins, street cleansing and an increase in bait boxes. Members were pleased to see the new 'Respect our Resort' posters. The Mayor had recently met with SC Norse who confirmed that no gassing was taking place, refuse collection was taking place also late in the evenings, and the open top bins on Sea road had been removed and replaced with lidded bins. The clearing of vegetation was planned to take place in the autumn.

A Member spoke about encouraging fast food outlets to use biodegradable products. The Mayor advised that he was meeting with Plastic Free Felixstowe the following week and would raise this then. Some retailers in the town were already starting to reduce their plastic usage.

Ms Greengrass and her team plan to get the message 'Respect our Resort' out to event organisers.

Councillors thanked Ms Greengrass and her team for all their hard work.

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

217. SCDC LOCAL PLAN FIRST DRAFT CONSULTATION

The Chairman of Planning and Environment Committee introduced this item, referring to the process undertaken by the Council's Planning & Environment Committee in developing the draft consultation response which was being recommended to Council. Council was advised that the Committee had considered many elements, not just housing, in line with the Council's response to the Issues & Options consultation stage, examining how the contents of the First Draft Local Plan meet Council's expectations and aspirations. The Committee acknowledged that there were concerns about the impact of Port-related developments outside of Felixstowe but their scope was restricted to considering how the First Draft Local Plan would impact on Felixstowe.

Members gave thanks to the Clerk and Deputy Town Clerk for their work in comparing the SCDC Local Plan first draft with the Issues and Options which Council had looked at in detail the previous year.

Referring to the outline permission for 560 homes on land north of Candlet Road, a Member confirmed that this had been forced on the town by the Secretary of State. Felixstowe Town Council had recommended refusal, Suffolk Coastal District Council had refused it, but it had been called in and overruled by the Secretary of State due to the District Council being unable to demonstrate the required 5 year housing supply.

A Member urged Council to reject the District Council's First Draft Local Plan and felt that the Town Council should be challenging the government's housing figures.

Further discussion took place on issues relating to affordable housing needs, potential loss of countryside, green open space, use of brownfield sites, the strain on infrastructure, pressure on the A14, medical facilities and schools.

A Member proposed that the response recommended by the Planning & Environment Committee be submitted to the District Council by Friday 14 September with an amendment to emphasise the importance of the future of Eastwood Ho by highlighting in bold under Policy SCLP8.2: **"In Felixstowe, this is particularly relevant in respect of the Grove Woodland and Eastward HO open space"**

A recorded vote was requested and recorded as follows:

For (12)

Cllr N Barber
Cllr S Bird
Cllr P Coleman
Cllr S Gallant
Cllr Jan Garfield
Cllr Jon Garfield
Cllr T Green
Cllr M Jepson
Cllr G Newman
Cllr D Savage
Cllr A Smith
Cllr S Wiles

Against (3)

Cllr C Barham
Cllr M Deacon
Cllr K Williams

There being 12 votes for and 3 against, the proposal was duly carried and it was RESOLVED that the response as recommended by the Planning & Environment Committee is submitted to the SCDC First Draft Local Plan Consultation with the last line under Policy SCLP8:2 Open Space to be highlighted.

In accordance with Standing Order 3(w), Council agreed to extend the meeting past the permitted time of two hours.

218. LOCALLY FUNDED PCSO SCHEME

Council considered the invitation by Suffolk Constabulary to fund an additional PCSO post for Felixstowe on a two-year fixed term contract, employed by Suffolk Constabulary.

Members agreed that some matters known to be local concerns such as parking, visible policing and homelessness were not being routinely prioritised by the Constabulary. It was acknowledged that the situation was not likely to improve under the current arrangements but, by funding a local PCSO, the Council may be able to direct activities to address some of these issues.

It was agreed to be essential that the PCSO was recruited in addition to the level of staff set by Suffolk Constabulary, and that Council would set the priorities and duties of the PCSO (except in a major incident). It would be important that the PCSO is visible in the town, to prevent crime in the first instance and that they report to ASB meetings where there are Council representatives in attendance.

Members discussed the possible for after the 2 year term were discussed, with the possibility of the PCSO being funded from Civil Parking Enforcement (CPE) or via BIDs.

In response to a question about potentially deferring the decision, the Town Clerk confirmed that Suffolk Constabulary had initially required a decision to be made by the end of August as they needed to appoint staff to various posts.

The Clerk advised that if the Council was minded to support the funding of a PCSO in principle at this stage it could do so and assurance could be sought to address Members' concerns around evidencing the additionality and that any abstractions or redeployment from locally agreed priorities would be kept to a minimum.

It was RESOLVED that the principal of funding a local PCSO be accepted subject to the Clerk seeking further assurance that Members' concerns around evidencing the additionality would be provided and that any abstractions or redeployment from locally agreed priorities are kept to a minimum.

219. UPDATED STANDING ORDERS

Council considered amended Standing Orders, as advised by the National Association of Local Councils (NALC).

It was RESOLVED that Standing Orders be updated and adopted as presented in the report.

220. CEMETERY RECYCLING AND LITTER BINS

Council considered the purchase of new recycling and litter bins for the Cemetery, as recommended by the Assets & Services Committee (*#Min.194iii if 2018/19*).

It was RESOLVED that four Broxap 'Derby Cemetery Recycling Bins' and two 'Derby Standard Litter Bins' be purchased, the total cost of which being £2,494+VAT to be authorised via the Cemetery Projects Earmarked Reserve (9040/900).

221. TOWN HALL MAINTENANCE WORKS UPDATE

Council received an update on maintenance works currently underway at Felixstowe Town Hall.

It was RESOLVED that the Town Hall maintenance works update be noted.

222. GAMBLING ACT 2005 – CONSULTATION ON A REVISED STATEMENT OF PRINCIPLES

Council considered the consultation on proposed revisions to the District Council's Statement of Principles in respect of their duties under the Gambling Act 2005.

In response to a Member's question on the responsibility for undertaking local Risk Assessments,

[Note: subsequent to the meeting it was corrected that the applicant, not an officer of the District Council, would be responsible for undertaking the local Risk Assessment.]

It was RESOLVED that the Town Council would make no response to the consultation.

223. ACCOUNTS FOR PAYMENT

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

Date	Voucher Nos.	Total Payment
17/07/2018	139 – 160	£9,688.02
31/07/2018	161 – 180	£50,439.35
14/08/2018	181 – 201	£5,035.94
31/08/2018	202 – 216	£41,094.51
	TOTAL	£106,257.82

224. CLOSURE

The meeting was closed at 9.52 pm. It was noted that the next Ordinary Meeting was scheduled for 14 November 2018 at 7.30pm.

Date: _____

Town Mayor: _____