

MINUTES of the **ORDINARY COUNCIL** meeting held at Felixstowe Town Hall on
Wednesday 13 November 2019 at 7.30pm

PRESENT: Cllr N Barber (Mayor) Cllr M Morris
Cllr D Aitchison Cllr G Newman
Cllr S Bennett Cllr M Richardson
Cllr S Bird Cllr D Savage
Cllr M Deacon Cllr A Smith
Cllr T Green Cllr S Wiles
Cllr S Harkin Cllr K Williams

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

IN ATTENDANCE: 7 Members of the public
1 Member of the Press
Ms Deborah Mann and Ms Hayley Stern, Connect for Health
Ms Helen Greengrass, Felixstowe Forward Change Director

MOMENT OF REFLECTION

The meeting was preceded with a moment of reflection from Rev Christ Hood, Vicar of Old Felixstowe.

303. PUBLIC QUESTION TIME

There were none.

304. APOLOGIES FOR ABSENCE

Apologies were received from **Cllr M Jepson (Deputy Mayor)** and **Cllr S Gallant**.

305. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr M Deacon Cllr T Green Cllr S Wiles	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)

306. QUESTIONS TO THE MAYOR

There were none.

307. CONFIRMATION OF COUNCIL MINUTES

It was RESOLVED that the Minutes of the Annual Council Meeting held on 11 September 2019 be signed by the Mayor as a true record and adopted by the Council.

308. MAYOR'S ANNOUNCEMENTS

The Mayor referred to the following list of engagements:

Felixstowe Sea Cadets Award Evening	10 September 2019
Felixstowe in Flower Award Evening	13 September 2019
Macmillan Coffee Morning	19 September 2019
Launch of the St Elizabeth Hospice Christmas Dip	23 September 2019
Rotary Club of Landguard Dinner	26 September 2019
Homestart AGM	26 September 2019
Festival of Fabric	28 September 2019
Memory Lane Dog Walk	29 September 2019
<i>Deputy Mayor - Ipswich Mayor Sunday Service</i>	<i>29 September 2019</i>
Launch of show home at Laureate Fields in Felixstowe	10 October 2019
Needham Market Civic Service	13 October 2019
Felixstowe Travel Watch Meeting	15 October 2019
Mayor's Charity Cheese & Wine Event	17 October 2019
Wesel Choir & Dorian Singers Concert	19 October 2019
Walton Parish Nursing Celebration Service	20 October 2019
Suffolk BME Awards	23 October 2019
Launch of Felixstowe Poppy Appeal	26 October 2019
Scouts District Fireworks Display	26 October 2019
Felixstowe Fairtrade AGM	1 November 2019
Felixstowe Litter-Free Anniversary Litter Pick	3 November 2019
Felixstowe & District Football Firework Display	3 November 2019
Suffolk Business Expo	6 November 2019
School Remembrance Service	8 November 2019
Festival of Remembrance	9 November 2019
Remembrance Day	10 November 2019
Armistice Day	11 November 2019
Felixstowe Chamber of Trade & Commerce Tour of Felixstowe Town Hall	12 November 2019

The Mayor thanked the Deputy Mayor, Cllr Mark Jepson, for his support in attending engagements.

The Mayor attended the Felixstowe Festival of Fabric event at the Orwell Hotel to cut the ribbon and open this excellent event for this town.

The Mayor attended the opening of the launch of the show home at Laureate Fields which was very interesting to see.

The Mayor and Cllr Bennett attended the Anniversary of the Felixstowe Litter Pick. The litter pick was very well attended by all ages.

The Mayor had opened the Suffolk Business Expo at the Orwell Hotel which was very well attended and very busy.

The Mayor thanked Cllr Aitchison for help in organising the Remembrance street signs and the Town Hall staff for all their hard work over Remembrance weekend. This was very well attended, and the weather had been very kind.

The Mayor reported that he was holding the following charity events to help raise money for his two charities FACTS and the Felixstowe Carnival

Quiz night at 7pm at the Felixstowe Trade & Labour Club (18 January 2020)

Curry Night at Bombay Nite, Walton 10 February 2020

Ryan Gooding Medium Night at the Orwell Hotel (16 March 2020)

Mayors Charity Ball at the Orwell Hotel (1 May 2020)

VE Day Tea Dance (7 May 2020)

The Mayor reminded Members that the second Business Plan workshop would be held on 20 November at 5.30pm at Broadway House, the Christmas Switch on was on 30 November and the Opening of the Ice Skating Ring and the Civic Carol Service were both being held on 20 December.

The Mayor invited everyone present to the annual Christmas drop-in from 12-2pm on Wednesday 18th December.

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

309. 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 11 September 2019**
- b) Civic & Community Committee 18 September 2019**
- c) Planning & Environment Committee 25 September 2019**
- d) Assets & Services Committee 25 September 2019**

- e) **Planning & Environment Committee 9 October 2019**
- f) **Personnel Committee 9 October 2019**
- g) **Civic & Community Committee 16 October 2019**
- h) **Planning & Environment Committee 23 October 2019**
- i) **Finance & Governance Committee 23 October 2019**
- j) **Planning & Environment Committee 6 November 2019**

310. REPORTS FROM MEMBERS APPOINTED TO OUTSIDE BODIES

Council received the report of Cllr Seamus Bennett, Town Council representative to the Felixstowe & District Council for Sports and Recreation (FDCSR) with input from Cllr Darren Aitchison who also attended.

In addition to the information provided in the report, Cllr Bennett highlighted the number of excellent sports clubs in the town and advised that the next meeting would be in January 2020.

Members thanked Cllr Bennett for his informative report.

RESOLVED that the outside body report from Cllr Seamus Bennett be noted.

311. CONNECT FOR HEALTH

The Mayor invited Community Connectors Deborah Mann and Hayley Stern, to address the Council.

Ms Mann and Ms Stern introduced themselves and explained about the new Connect for Health service, which was also known as 'social prescribing'. Council heard that the service had made over 40 referrals to date. Ms Mann then provided a case-study example.

Following questions from Members on the referral process, Council thanked Ms Mann and Ms Stern and welcomed the launch of the new Connect Health service.

It was RESOLVED that the report on the launch of the new Connect for Health service be noted as received.

312. FELIXSTOWE FORWARD REPORT

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

Ms Greengrass advised that a BID Task Group of 15 local businesses were now working with Mosaic Partnership to help develop the BID proposal. A Bid website would be going live shortly.

It was hoped to introduce a small market on the Triangle featuring local businesses which will be piloted in April 2020 and possibly a fashion event. The Business to Business Exhibition, which is part of the East Suffolk Business Festival was held recently. This was very successful and good links were made.

A local traders bible was being developed to support events in 2020 with an event volunteering campaign to start shortly.

The water quality in Felixstowe had just been announced as excellent, only beach on the Suffolk coast that has achieved this. A Member advised that there had been a positive meeting with the RNLI concerning acquiring a Blue Flag for Felixstowe.

Members asked what environmental impact all the visitors had to the town. Ms Greengrass would investigate a model to look at this.

Members thanked Ms Greengrass for her comprehensive report and noted the update report which had been provided by East Suffolk Council's Communities Officer

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

313. PCSO REPORT

Council received the report of the Felixstowe Partnership Funded PCSO reports for September and October 2019 and notes from a recent SNT meeting attended by Cllr Savage.

Members raised and echoed the concerns around vehicle parking and idling outside of schools. The traffic risk posed for cyclists leaving the school from the main entrance was also discussed.

Following a discussion on the closed Maidstone Road entrance to the Academy, the Town Clerk agreed to contact the school to establish whether this could be reopened to ease the number of students leaving the site from the High Road.

Current priorities were being raised via the Council's SNT representative Members at the monthly SNT meetings. However, Members were reminded that when Civil Parking Enforcement was brought in, the PCSO would no longer be responsible for parking enforcement and that any new priorities should be considered at that time.

RESOLVED that the PCSO report for September and October 2019 and the SNT meeting notes be noted.

314. CYCLE TO WORK SCHEME

Council considered the recommendation from Council's Personnel Committee, to participate in the Government's Cycle to Work Scheme, noting that the environmental benefits of a scheme that was also considered by the Council's Climate Emergency Working Group for inclusion on the Climate Emergency Action Plan.

Council RESOLVED to:

- i. participate in the Government's Cycle to Work Scheme; and,**
- ii. delegate authority to the Town Clerk to administer the scheme on Council's behalf and authorise expenditure from the Staffing Earmarked Reserve to meet any initial capital purchase costs.**

315. LGBCE CONSULTATION ON SUFFOLK COUNTY COUNCIL DIVISIONS

Council considered the report on the review of Suffolk County Council Divisions and agreed to adopt the proposals presented in the report for submission to the Local Government Boundaries Commission for England.

It was RESOLVED that Council adopt the proposal as presented and the Clerk and Chairman of Planning & Environment Committee be delegated the authority to finalise Council's submission to the LGBCE on that basis.

316. COMMUNITY PRESENTATIONS AT COUNCIL MEETINGS

Council considered the recommendation of the Finance & Governance Committee to replace the practice of holding a Moment of Reflection prior to Council meetings with a formal agenda item, 'Focus on Felixstowe', to enable regular community presentations to Council (*Minute #286 of 2019/20 refers*).

Members discussed the merits of having a community leader attend Council to provide a moment of reflection prior to formal business and the relative benefits of receiving regular formal community presentations. Following further debate and a vote it was decided that the Moment of Reflection should remain.

It was therefore RESOLVED that the current practice of holding a Moment of Reflection prior to Council should be continued.

317. CLIMATE EMERGENCY WORKING GROUP

The Clerk reported that there had been two meetings so far. The Action Plan was being developed and would be presented to Council in January 2020. The aim is to reduce the carbon footprint. As part of the Business Plan consultation survey there had been a question on Climate Change as well as consultation with the Youth Forum. The Youth Forum Members had indicated that they would like more trees planted and to stop idling cars especially outside local schools.

It was RESOLVED that the Climate Emergency Working Group update be noted.

318. TOWN HALL CHRISTMAS TO NEW YEAR CLOSURE

Members noted the Town Hall would be closed to the public from Monday 23rd December 2019 and reopen on Thursday 2nd January 2020. The Mayor invited Members to a Christmas Get Together on Wednesday 18 December at 12 noon at the Town Hall.

RESOLVED that it be noted that the Town Hall would be closed to the public from Monday 23rd December 2019 and would reopen on Thursday 2nd January 2020.

319. ACCOUNTS FOR PAYMENT

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

Date	Voucher Nos.	Total Payment
13/09/2019	209 – 225	£17,485.47
30/09/2019	226 – 245	£56,624.20
18/10/2019	246 – 263	£4,985.34
30/10/2019	264 – 284	£55,662.63
	TOTAL	£134,757.64

320. CLOSURE

The meeting was closed at 9.02pm. It was noted that the next Ordinary Meeting was scheduled for 8 January 2020 at 7.30pm.

Date: _____

Town Mayor: _____