

MINUTES of the **ORDINARY COUNCIL** meeting held at Felixstowe Town Hall on
Wednesday 8 January 2020 at 7.30pm

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

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

IN ATTENDANCE: 3 Members of the public
Ms Helen Greengrass, Felixstowe Forward Change Director

MOMENT OF REFLECTION

The meeting was preceded with a moment of reflection from Anne Henderson, Chair of East Suffolk Fundraising Group for Macmillan Cancer Support.

388. PUBLIC QUESTION TIME

A member of the public asked Council for an update on the new Leisure Centre, which was agreed at an East Suffolk Council Cabinet meeting in September 2019. Cllr Gallant explained that ESC was working with the consultation team hoping to secure the location of the site. They were also meeting local clubs to make sure all needs are met. Costs will then go to ESC Cabinet in April-July and work should start in Summer 2021, with completion in Summer 2023.

A Member of the public asked that with the Mayor attending the VE Commemorations in our twin town Wesel, Germany that it be acknowledged of the awful destruction to the town in World War II.

389. APOLOGIES FOR ABSENCE

Apologies were received from **Cllr M Jepson (Deputy Mayor), Cllr D Aitchison** and **Cllr M Deacon**.

It was noted that Cllr Deacon was attending the investiture of the new vicar of St Mary's church, Walton.

390. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr S Gallant	All	Local Non-Pecuniary (as Members of East Suffolk Council)

Cllr T Green Cllr S Wiles		
Cllr S Bird Cllr G Newman Cllr S Wiles	All	Local Non-Pecuniary (as Members of Suffolk County Council)

391. QUESTIONS TO THE MAYOR

There were none.

392. CONFIRMATION OF COUNCIL MINUTES

It was RESOLVED that the Minutes of the Annual Council Meeting held on 13 November 2019 be signed by the Mayor as a true record and adopted by the Council.

393. MAYOR'S ANNOUNCEMENTS

The Mayor referred to the following list of engagements:

Mayors Charity Musical Showcase	15 November 2019
100 th Birthday Afternoon Tea	
Boost Fundraiser	18 November 2019
The Chairman of Suffolk County Council Art Exhibition	18 November 2019
Felixstowe Carnival AGM	18 November 2019
Felixstowe Academy Chamber Concert	20 November 2019
League of Friends Felixstowe Hospital Coffee Morning	23 November 2019
Shine of Light Event in Walton	23 November 2019
BSC Multicultural Services 20 th Anniversary Event	24 November 2019
Felixstowe Radio Mayors Takeover Hour	27 November 2019
Brierfield Christmas Concert	28 November 2019
Visit Felixstowe Academy with the High Sheriff to visit the girls who won the Suffolk Community Award for their project Proud, Period.	29 November 2019
Scouts Christmas Carol Service	29 November 2019
Felixstowe Lions Christmas Lights Switch On	30 November 2019
Visit the new Lighthouse Tea rooms	30 November 2019
Felixstowe Rotary Kids Kitchen	2 December 2019
Salvation Army Christmas Tree Festival	3 December 2019

Colneis School Christmas Concert	4 December 2019
Coastal Parent Hub	6 December 2019
Felixstowe Friendly Service Christmas Lunch	6 December 2019
Wesel Association Niklaus Fest	6 December 2019
Felixstowe Harmonies Christmas Concert	7 December 2019
Mid Suffolk Civic Service	8 December 2019
Judging Felixstowe Shop Window Competition	11 December 2019
Timebank Crafty Coffee Volunteer 'thank you'	11 December 2019
The Oaks Children Centre Christ'mess' Party	13 December 2019
Felixstowe Scouts Craft Fayre	14 December 2019
Christmas Visit – Foxgrove & Maynell Nursing Home	16 December 2019
Christmas Visit – Cotman Lodge	16 December 2019
Christmas Visit – Coniston House	17 December 2019
Christmas Visit – Westcliff Care Home	17 December 2019
Christmas Visit – Merryfields Care Home	17 December 2019
Christmas Visit – Sanctuary Care	18 December 2019
Presenting the Best Dress Window trophy	18 December 2019
Felixstowe Academy Christmas Concert	18 December 2019
Christmas Visit – Yetton Ward	19 December 2019
Christmas Visit – Rowland House	19 December 2019
Opening of Felixstowe Skate Rink	20 December 2019
Old Peoples Welfare Association	20 December 2019
Mayor's Civic Carol Service	20 December 2019
Christmas Visit – Bellstone Nursing Home	23 December 2019
Christmas Visit – Sunrise Nursing Home	23 December 2019
Christmas Visit – White Gables Nursing Home	23 December 2019
Christmas Visit – Park House	24 December 2019
Christmas Visit – Margery Girling House	24 December 2019
Christmas Visit – Mill Lane Nursing Home	24 December 2019
St Elizabeth Hospice Christmas Day Dip	25 December 2019

Felixstowe Community Hospital	25 December 2019
Lunch at The Salvation Army	25 December 2019
Christmas Visit – The Firs Nursing Home	25 December 2019

The Mayor had been very busy attending three events in one evening, The Boost Fundraiser, the Chairman of SCC Art Exhibition and the Felixstowe Carnival's AGM.

The Mayor had taken over an hour on Felixstowe Radio which he thoroughly enjoyed.

The Mayor, along with the High Sheriff visited Felixstowe Academy to meet the girls who had won the Suffolk Community Award for their fantastic project Proud, Period.

The Mayor congratulated the Lions Club on the superb Christmas Light On Event. This had brought a lot of visitors to the town.

The Mayor had attended the Felixstowe Rotary Kids Kitchen and was very interesting concept with local school children.

The Mayor presented P & K Interiors a trophy for winning the best window competition 2019.

The Mayor thanked St Peters church for hosting his Civic Carol Service.

The Mayor enjoyed visiting all the local nursing homes over the Christmas period and thanked the staff and residents for their warm welcome. On Christmas Day he had four engagements and thanked Cllr Harkin for volunteering on Christmas Day at Cuppa.

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

394. 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 20 November 2019**
- b) Assets & Services Committee 27 November 2019**
- c) Planning & Environment Committee 4 December 2019**
- d) Finance & Governance Committee 11 December 2019**
- e) Planning & Environment Committee 18 December 2019**
- f) Civic & Community Committee 19 December 2019**

395. REPORTS FROM MEMBERS APPOINTED TO OUTSIDE BODIES

Council received the report of Cllrs Mark Jepson and Margaret Morris, Town Council representatives to the Level Two Youth Project.

Members thanked Cllrs Jepson and Morris for their informative report.

RESOLVED that the outside body report from Cllrs Mark Jepson and Margaret Morris be noted.

396. FELIXSTOWE FORWARD REPORT

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

Ms Greengrass reported that the Felixstowe BID proposal was gathering support, with the first Business Workshop being held at the end of the month. If businesses vote to go ahead they will then decide what they would like the money spent on. Members asked if there was an upper cap on the contribution made by businesses and it was confirmed this would be a decision made by the businesses group.

A new 'Traders Guide' was being developed to support events in 2020 and an event volunteering campaign had been launched. As a result of the last quarterly Town Council magazine 3 volunteers have come forward (1 for Memory Lane, 2 for helping at events) and 2 organisations have requested they be included in the Traders Guide.

A case study of Felixstowe Carnival (assuming an audience of 30,000) had been produced using the impact calculator showing the direct economic impact on the town was around £530,300.

With reference to the South Seafront Project Ms Greengrass would like to recommend that the new project officer Jenny Edgerley attend a future Council Meeting to update Council on the progress of the project and her role within it.

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.

397. PCSO REPORT

Council received the report of the Felixstowe Partnership Funded PCSO reports for November and December 2019 and the Suffolk Constabulary Newsletter for December 2019.

Members discussed the problems with parking in the town and anticipated that the introduction of CPE would be a more effective solution. It was noted that the order had now been signed and CPE would commence from 6th April 2020. Members asked that this be highlighted in the next Town Magazine.

RESOLVED that the PSCO report for November and December 2019 and the Suffolk Constabulary Newsletter for December 2019 be noted.

398. CLIMATE EMERGENCY WORKING GROUP

The Clerk reported that the Working Group had been three meetings so far. An Action Plan had now been developed (Appendix C) based on a local perspective and the Friends of the Earth guidance for Parish and Town Councils. After discussion Members asked that the word 'ask' be included in the table of resources required for reduce vehicle idling in the sentence 'Youth Forum budget to fund campaign literature- in the table of resources required for reduce vehicle idling. It was noted that the Working Group would be meeting again to consider opportunities to involve the public and other community stakeholders.

It was RESOLVED that the Climate Emergency Working Group update be noted and to the proposed Action Plan be adopted, subject to a minor clarification to invite the Youth Forum to consider supporting the funding of a campaign to reduce vehicle idling.

399. BLUE FLAG/SEASIDE AWARDS

Members discussed the principle and cost of a combined Blue Flag and Seaside Award application for Felixstowe and subject to East Suffolk Council's support in achieving the criteria requirements and promoting the award as part of the wider marketing campaign for the Suffolk coast. Following a discussion, it was agreed that the Town Council should sponsor the combined award, with the cost of £795 (+ VAT) plus any other initial costs up to a total of £1,941 to be authorised from the 'Enhancement & Promotion' Earmarked Reserve.

It was RESOLVED that the Town Council should sponsor the combined Blue Flag and Seaside Award application, with the cost of £795 (+ VAT) plus any other initial costs to a total of £1,941 to be authorised from the 'Enhancement & Promotion' Earmarked Reserve, subject to East Suffolk Council's support in achieving the criteria requirements and promoting the award as part of any wider marketing campaign for the Suffolk coast.

400. FTC/ESC LIAISON MEETING

Council considered the report of the FTC/ESC Liaison Meeting. Members were asked to contact the Clerk if they would like a matter to be raised at any future meetings.

It was RESOLVED that the report of the FTC/ESC Liaison Group be noted as received.

401. BUDGET AND PERCEPT 2020/21

Council received the finalised version of the 2020/21 Budget and Precept.

It was noted that the budget had been prepared and presented in accordance with the recommendations of the Finance & General Purposes Committee meeting of 11 December 2019 (*Minute #357 of 2019/20 refers*).

Council gave a vote of thanks to the Committee and its staff for their work in producing a budget which provided for all of Council's activities with an increase of less than 3 pence per week to the local taxpayer.

It was RESOLVED that:

- i. The Felixstowe Town Council Budget for 2020/21 be approved as set out in the report;**
- ii. Approving the 2020/21 Precept demand to East Suffolk Council of £600,570 (representing a 2.04% increase cost to Band D equivalent Council Tax payer) on the following basis:**

Band D rate		£70.87
Multiplied by tax base	x	8,474.25

Thus a Precept demand of: £600,570

- iii. the Clerk to take any necessary action and submit any information required by East Suffolk in this matter.**

402. REPAIR TO TOWN HALL PASSENGER LIFT

Council considered the Assets & Services Committee recommendation to authorise expenditure from the Town Hall Maintenance Earmarked Reserve to fund the maintenance repair work of the hydraulic hose on the main lift as recommended by the Assets & Services Committee (*Minute #366 of 2019/20 refers*).

It was RESOLVED to approve the maintenance repair work of the hydraulic hose on the maid lift at a cost of £846 + VAT from the Town Hall Maintenance Earmarked Reserve 9065/900.

403. MEETINGS CALENDAR 2020/21

Council considered the draft meeting schedule for the 2020/21 Municipal Year as presented which had been based on the current year's cycle.

RESOLVED that the 2020/21 Calendar of Meetings be adopted as per the amended schedule presented.

404. ACCOUNTS FOR PAYMENT

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

Date	Voucher Nos.	Total Payment
15/11/2019	285 - 301	£4,558.84
29/11/2019	302 - 319	£57,164.79
11/12/2019	320 - 340	£13,385.45
31/12/2019	341-366	£44,409.43
	TOTAL	£119,518.51

405. CLOSURE

The meeting was closed at 8.45pm. It was noted that the next Ordinary Meeting was scheduled for 11 March 2020 at 7.30pm.

Date: _____

Town Mayor: _____