

MINUTES of the **CIVIC & COMMUNITY COMMITTEE** meeting held at Felixstowe Town Hall on **Wednesday 18 September 2019 at 7.30pm**

PRESENT: Cllr D Savage (Chairman) Cllr S Harkin
Cllr D Aitchison (Vice-Chairman) Cllr M Morris
Cllr S Bennett Cllr M Richardson
Cllr S Gallant

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

202. PUBLIC QUESTION TIME

There were none.

203. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr G Newman** and **Cllr K Williams**.

204. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Gallant	All	Local Non-Pecuniary (as member of East Suffolk Council)
Cllr D Aitchison	209 & 210	Local Non-Pecuniary (as Chairman of Royal British Legion)

205. CONFIRMATION OF MINUTES

RESOLVED that the **Minutes of the Civic & Community Committee meeting held on 19 June 2019 be signed as a true record.**

206. CIVIC & COMMUNITY BUDGET REPORT

The Committee considered a summary and detailed report showing income and expenditure against budget to 11 September 2019.

RESOLVED that the **Budget Report to 11 September 2019 be received and noted as presented with no other action required at this time.**

207. HARWICH HARBOUR FERRY SERVICES (HHFS) PARTNERSHIP AGREEMENT

Committee received a detailed report on the Harwich Harbour Foot Ferry service and the amended agreement for 2019/20.

The HHFS partnership group meet annually in October and the Clerk informed Members that some of the other partners may be seeking to reduce the public

sector subsidy to reduce over the next few years, subject to discussion on the sustainability of the service provided by HHFS.

Members agreed that the service was an important asset to local communities in Suffolk and Essex which also supported tourism. Committee was therefore happy to continue to support the ferry service in the usual way and approved the 2019/20 agreement.

It was RESOLVED that:

- i. the Felixstowe-Harwich-Shotley Foot Ferry report and amended agreement be approved; and,**
- ii. the Deputy Town Clerk attend the forthcoming partnership meeting on 1 October and report back to Committee in due course.**

235. ANNUAL GRANTS AND COMMUNITY FUND PROJECTS 2020/21

Committee considered applications for on-going funding support from a number of local partner organisations.

It was RESOLVED that at this stage the following should be included as part of the recommendations for the 2020/21 budget:

As Annual Grants:

	2020/21
Art on the Prom	£2,000
Citizen's Advice Bureau	£2,500
Felixstowe Book Festival	£2,000
Felixstowe Carnival	£2,000
Felixstowe Council for Sport and Recreation	£ 200
Felixstowe Volunteer Coast Patrol Rescue Service	£1,500
Landguard Fort	£1,000
Wesel Twinning Association	£ 200
Salzwedel Twinning Association	£ 200
Total	£11,600

Through Community Fund Projects:

	2020/21
Level Two	£10,000
Landguard Partnership	£ 1,000
Harwich Harbour Ferry Services Partnership	£1,000
Felixstowe Forward (<i>year 3 of 3</i>)	£20,000
PSCO (<i>year 2 of 2</i>)	£34,000
Total	£66,000

208. COMMUNITY EMERGENCY PLAN

Members noted the report on the Community Emergency Plan and recorded a vote of thanks to the Officers who were continuing to update the Plan.

It was RESOLVED that the Community Emergency Plan report be noted.

209. REMEMBRANCE 2019

Members received the report outlining details for Remembrance 2019.

Committee was presented with a draft design for signs which were to be displayed at each end of the roads in Felixstowe which lost residents in the first and second world wars. In response to a question from Members, Cllr D Aitchison confirmed that, to date, Felixstowe had been fortunate not to have lost any residents from conflicts since WWII, such as the Falklands, the Gulf or Northern Ireland. Members congratulated Cllr D Aitchison on the draft design.

It was noted that £1,250 sponsorship had been pledged towards the total cost of £1,667.25 plus VAT to produce the 171 signs required. Committee agreed the remaining £417.25 should come from the Suffolk Armed Forces Legacy Fund.

It was RESOLVED that

- i. the Remembrance 2019 update report be noted;**
- ii. sponsorship received for the signs be moved into the Civic & Community Donations and Sponsorship income budget, which would offset a commensurate overspend on the Remembrance budget; and,**
- iii. the remaining cost to fund the signs of £417.25 to be taken from the Suffolk Armed Forces Legacy Fund Earmarked Reserve 9095/900.**

210. VE DAY 75TH ANNIVERSARY 2020

Members received the report outlining details for the VE Day 75th Anniversary and noted the virement approved by the Finance & Governance Committee of £3,500 from the surplus from the Insurance budget 4464/101. Members also agreed that the remainder of the Armed Forces Legacy Fund of £1,512.75 be used for this event.

Committee agreed that the event, which it felt should be no more than one day, should be coordinated under the 'Felixstowe Remembers' brand, with the Town Council as the accounting body and supported by East Suffolk Council.

Committee advised that all funds raised for the event should be put into the event, to avoid any surplus at the end. It was suggested that the new organiser from Art on the Prom is also invited to attend the working group and that the Fort/Landguard be considered for a venue by the working group.

Members noted the report on the table detailing the Suffolk Armed Forces Legacy Fund applications and the expected remaining amount in the fund and agreed that this should be used for VE Day 75th Anniversary 2020. Committee thanked the Armed Forces Legacy Fund panel for their work in allocating these funds.

It was RESOLVED that

- i. the VE Day 75th Anniversary update report be noted;**
- ii. the VE Day 75th Anniversary event be coordinated as part of the 'Felixstowe Remembers' brand under the guidance of the VE Day 75th working group with the Town Council as the accounting body;**
- iii. a regular report be brought to Committee on plans for the VE 75th Anniversary event; and**
- iv. the remaining Suffolk Armed Forces Legacy fund of £1,512.75 be used to support the VE Day 75th Anniversary 2020 event.**

211. DEFIBRILLATOR CABINET AT SEA ROAD

Members received the report on the corrosion of the defibrillator cabinet at Sea Road.

It was RESOLVED that a new polycarbonate cabinet be purchased at the cost of £500 + VAT from the Street Furniture Budget.

212. CHRISTMAS EVENTS

Members received the update report on the Christmas ice rink and were happy with the arrangements to continue on a similar basis to previous years.

It was RESOLVED that the Christmas Event report be noted.

213. SUFFOLK DAY 2020

Members considered the report on Suffolk Day 2020 and noted that the 2020 event will now take place on the weekend – Sunday 21st June 2020. Members agreed that the 'Tea and Cake' held the previous two years were such a success that it should be carried out on Suffolk Day 2020 as a Councillor led event and that the flag should be raised that weekend.

It was RESOLVED that the 'Tea and Cake' event and the raising of the St Edmunds flag on Suffolk Day 21st June 2020 be arranged, with further details to be brought to committee in April 2020.

214. CLOSURE

The meeting was closed at 9.14 pm. The next meeting was noted as being scheduled for Wednesday 16 October 2019 at 7.30pm.

Date: _____

Chairman: _____