

**MINUTES of the ORDINARY COUNCIL meeting held ONLINE on Wednesday  
8 July 2020 at 7.30pm**

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

**OFFICERS:** Mr A Tadjrishi (Town Clerk)  
 Mrs L Monsen (Mayor’s Secretary)  
 Mrs D Frost (Deputy Town Clerk)

**IN ATTENDANCE:** 2 Members of the public  
 1 Member of the press.  
 Ms H Greengrass, Felixstowe Forward Change Director  
 Ms L Washington, Landguard Ranger

**MOMENT OF REFLECTION**

The meeting was preceded a moment of reflection Rev. Paul Clarke, Walton & Trimley Churches.

**118. PUBLIC QUESTION TIME**

There were none.

**119. APOLOGIES FOR ABSENCE**

There were none.

**120. DECLARATIONS OF INTEREST**

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr S Bird Cllr M Deacon Cllr S Gallant Cllr T Green Cllr M Jepson Cllr S Wiles	All	Local Non-Pecuniary (as Members of East Suffolk Council)
Cllr S Bird Cllr G Newman Cllr S Wiles	All	Local Non-Pecuniary (as Members of Suffolk County Council)

**121. QUESTIONS TO THE MAYOR**

There were none.

## **122. CONFIRMATION OF COUNCIL MINUTES**

**It was RESOLVED that the Minutes of the Ordinary Council Meeting held on 10 June 2020 be signed by the Mayor as a true record and adopted by the Council.**

## **123. MAYOR'S ANNOUNCEMENTS**

The Mayor addressed the Council, highlighting the numerous Zoom conversations with the local businesses and community groups he had been having which were published online on the Town Council Facebook and twitter pages.

Council heard that, since restrictions had been eased slightly, the Mayor and Mayoress had been able to visit some of the local businesses that could now safely open. The Mayor commented on how rewarding it was to see how they were meeting the challenge and he hoped that the community would support them. The Mayor was looking forward to visiting more businesses in the town as restrictions eased further.

The Mayor congratulated the Deputy Mayor, Cllr Sharon Harkin, for the online 'community conversations' with members of local community groups and voluntary organisations. These were being published on the Town Council's Facebook and twitter pages.

The Council thanked the Mayor for his report.

**It was RESOLVED that the Mayor's communications be noted.**

## **124. 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 June 2020**
- b) Civic & Community Committee 17 June 2020**
- c) Planning & Environment Committee 24 June 2020**
- d) Assets & Services Committee 24 June 2020**
- e) Planning & Environment Committee 1 July 2020**

## **125. REPORTS FROM MEMBERS OF OUTSIDE BODIES**

At the invitation of the Mayor, Council heard from Cllr Doreen Savage, following a recent meeting of the Merchant Navy Welfare Board. Members noted that the Board had received some harrowing reports on the plight of seaman during the pandemic and the difficulties in repatriating many of them.

**Council noted the report.**

## 126. FELIXSTOWE FORWARD REPORT

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

Ms Greengrass reported that the Opening Felixstowe Safely campaign was now in situ with the temporary closure to vehicles of the Shared Space in Hamilton Road to help with social distancing. This was a temporary measure and was to be reviewed on 24 July 2020. A feedback survey for businesses and the public would be launched and reviewed before this date. The public realm signage had now been delivered and Ms Greengrass was seeking volunteers to help install them. Several Members offered to assist.

Members asked if thought could be given to signage to ask for cyclists to dismount when entering the temporary closed Shared Space area and signage for cyclists at Banks Corner also to be looked at.

Ms Greengrass reported that there had been an interest in holding a drive-in cinema in the town and had spoken with officers at East Suffolk Council with experience of putting on such events. The Grove car park, which could accommodate 60 cars, was thought to be a potentially suitable area. Costs were approximately £6k for a one-day event showing three different films during the day. Unfortunately, at this time, all public events on East Suffolk Council land were suspended.

Ms Greengrass reported that the wicker family in the Seafront Gardens was at the end of its life and would be removed in September. Members were asked whether they would like to explore the possibility of a similar structure or an alternative.

Visit Felixstowe volunteers would be returning to the visitors' beach hut on 27 July and Seafront Garden volunteers would soon be working in the gardens.

Members raised concern about the lack of toilet facilities at the Landguard point, as the facilities are currently closed and if signage could be given to any toilets that are temporary closed due to possible vandalism be redirected to the nearest open facilities.

Members thanked Ms Greengrass for her comprehensive report.

**It was RESOLVED that:**

- i. authority be delegated to the Finance & Governance Committee to commit expenditure of up to £10,000 subject to consideration of the replacement of the Wicker Family in the Seafront Gardens, the potential of holding an outdoor cinema in the town and any need for temporary additional toilets at Landguard point; and,**
- ii. the Felixstowe Forward update report be noted**

## **127. WELCOME TO NEW LANDGUARD RANGER**

The Mayor invited Ms Leonie Washington, the new Ranger for Landguard, to address the Council.

During her presentation, Ms Washington told the Council she had been working in conservation for over ten years and her priority for Landguard was to promote its unique and special character to the public and to encourage more educational visits. Following a discussion on the control of dogs on sensitive areas of the reserve, Ms Washington was hoping to improve to the signage for dog owners in order that it would be both clearer and more informative.

**Council thanked Ms Washington for her report welcomed her to the role.**

## **128. VE DAY 75 FUNDS**

Council considered the recommendation from the Civic & Community Committee (*Minute #70 of 2020/21 refers*) to create a new Earmarked Reserve to hold the funds that were put aside for the VE Day 75<sup>th</sup> Anniversary event.

The Clerk updated Council following a meeting that had taken place to plan a commemoration on 15 August 2020 to mark both the 75<sup>th</sup> Anniversary of VJ day and the 100<sup>th</sup> anniversary of the unveiling of the Felixstowe War Memorial. It was noted that this would be a scaled-down event with appropriate measures in place to ensure social distancing could be maintained and it was hoped that it could also be streamed live on Facebook so people could attend remotely.

**It was RESOLVED to create an Earmarked Reserve to hold the funds that were put aside for the VE Day 75<sup>th</sup> Anniversary event.**

## **129. BROADWAY HOUSE FIRE ALARM PANEL**

Council discussed the recommendation from the Assets & Services Committee to install a new alarm panel (*Minute#98 of 2021 refers*).

**It was RESOLVED to approve the recommendation from the Assets and Service Committee and authorise expenditure of £387.33 +VAT from the Broadway House Earmarked Reserve for the installation of a new Fire Alarm Panel.**

## **130. CCTV**

Council considered the membership and remit of a CCTV Liaison Group and it was agreed that the Civic & Community Committee should review the arrangements. In the meantime the Deputy Town Clerk would invite Councillors D Aitchison, N Barber, T Green and M Richardson to a meeting with other CCTV stakeholders to examine the present setup and report back to Civic & Community Committee on opportunities for the future with current advances in digital equipment.

**It was RESOLVED that the Civic & Community Committee consider arrangements for a CCTV Liaison Group and review the current arrangements in due course.**

**131. CODE OF CONDUCT CONSULTATION**

Council considered the LGA consultation on the new Model Member Code of Conduct and agreed that authority be delegated to the Finance & Governance Committee to consider a response.

**It was RESOLVED that authority be delegated to the Finance & Governance Committee to consider a response to the Code of Conduct Consultation.**

**132. FTC/ESC JOINT LIAISON GROUP MEETING**

Council considered the report of the FTC/ESC Liaison Meeting. Members were particularly interested to note the mention of a possible review of the festoon lighting along the seafront and asked to be keep updated should there be any further discussion on this.

The Clerk asked that Members contact him should they wish for any matter to be raised on the agenda at future meetings.

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

**133. ACCOUNTS FOR PAYMENT**

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

<b>Date</b>	<b>Voucher Nos.</b>	<b>Total Payment</b>
15/06/2020	84 – 107	£34,047.47
30/06/2020	108 – 123	£42,671.90
	<b>TOTAL</b>	<b>£76,719.37</b>

**134. CLOSURE**

The meeting was closed at 9.36pm. It was noted that the next Ordinary Meeting was scheduled for 9 September 2020 at 7.30pm.

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Date: \_\_\_\_\_

Town Mayor: \_\_\_\_\_