

**MINUTES** of the **ORDINARY COUNCIL** meeting held **ONLINE** on **Wednesday 10 March 2021** at **7.30pm**

**PRESENT:** Cllr M Jepson (Mayor of Felixstowe)  
Cllr S Harkin (Deputy Mayor)  
Cllr D Aitchison  
Cllr N Barber  
Cllr S Bennett  
Cllr S Bird  
Cllr M Deacon  
Cllr S Gallant

Cllr T Green  
Cllr M Morris  
Cllr G Newman  
Cllr M Richardson  
Cllr D Savage  
Cllr A Smith  
Cllr K Williams

**OFFICERS:** Mr A Tadjrishi (Town Clerk)  
Mrs L Monsen (Mayor's Secretary)  
Mrs D Frost (Deputy Town Clerk)  
Mr S Congi (Finance Admin Assistant)

**IN ATTENDANCE:** 2 Members of the public  
1 Member of the Press

Prior to convening the meeting, the Mayor reported on the sad passing of Mr Cyril Webb, former Town Councillors and Past Mayor of Felixstowe. All present observed a moment of silence out of respect for Mr Webb.

**MOMENT OF REFLECTION**

The meeting was preceded with a moment of reflection from Revd. Penny Brinkley.

**506. PUBLIC QUESTION TIME**

A member of the public asked the Council about the funding and sustainability of the new Digital Community Directory Project. The Town Clerk reported that it would be able to be maintained by the community but with

A member of the public asked the Council about planning application DC/21/0670/VOC Land at Candlet Road and how this would affect the footpaths in this area. A Member of the Council explained that the planning application was a Variation of Condition in order to move the carriageway further south to accommodate the required footpath and cycleway.

**507. APOLOGIES FOR ABSENCE**

Apologies were received from **Cllr S Wiles**

#### **508. 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 Suffolk Coastal District Council)
Cllr S Bird Cllr G Newman	All	Local Non-Pecuniary (as Members of Suffolk County Council)

#### **509. QUESTIONS TO THE MAYOR**

There were none.

#### **510. CONFIRMATION OF COUNCIL MINUTES**

**It was RESOLVED that the Minutes of the Ordinary Council Meeting held on 13 January 2021 be signed by the Mayor as a true record and adopted by the Council.**

#### **511. MAYOR'S ANNOUNCEMENTS**

The Mayor addressed the Council, highlighting the many interviews on Zoom he had held with businesses and individuals for the Visit Felixstowe website.

The Mayor also reported on a photo to promote WAMfest (Womens Arts and Music) Felixstowe, which was hopefully to be held in September 2021.

The Council thanked the Mayor for his report.

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

#### **512. 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 13 January 2021
- b) Finance & Governance Committee 20 January 2021
- c) Planning & Environment Committee 27 January 2021
- d) Planning & Environment Committee 10 February 2021
- e) Civic & Community Committee 17 February 2021
- f) Planning & Environment 24 February 2021
- g) Assets & Services Committee 24 February 2021

### **513. REPORTS FROM MEMBERS APPOINTED TO OUTSIDE BODIES**

There were none.

### **514. ANNUAL TOWN MEETING AND ANNUAL COUNCIL MEETING 2021**

Council noted that the temporary regulations introduced by the Government which enabled local authorities to continue to hold public meetings during the pandemic using video or telephone conferencing technology were due to expire. This meant that, without any further action from the Government, all local authorities including town and parish councils must return to face-to-face meetings from 7 May. It was noted that, whilst NALC and the LGA were lobbying for an extension to the regulations, no such extension had been confirmed at this time. After some discussion it was therefore decided to bring forward the Annual Town Meeting and the Annual Council Meeting to Wednesday 5 May 2021, prior to the regulations expiring, and that these meetings should take place via Zoom.

**It was RESOLVED to hold both the Annual Town Meeting and the Annual Council Meeting on 5 May 2021 via Zoom at 7pm and 7.30pm respectively.**

### **515. CORONAVIRUS OPERATIONAL UPDATE**

The Clerk reported the latest operational update since the reintroduction of a national lockdown in response to the coronavirus pandemic.

**It was RESOLVED to note the operational updates relating to the national lockdown.**

### **516. FELIXSTOWE FORWARD UPDATE**

Council received the report on Felixstowe Forward and noted the closing date for the new BID Manager and look forward to inviting the successful candidate to a future Council meeting.

Council recorded a vote of thanks to Ms Greengrass for her comprehensive report and her phenomenal work for the town.

**It was RESOLVED that the Felixstowe Forward report be noted.**

### **517. FELIXSTOWE BUSINESS SUPPORT HUB**

Members noted the report concerning the Felixstowe Business Support Hub and agreed that Cllr Mark Jepson should join the steering group to help develop the town centre Business Support Hub proposal further.

**RESOLVED that Cllr Mark Jepson would represent the Town Council on the Felixstowe Business Support Hub Project steering group.**

#### **518. FTC/ESC JOINT LIASON GROUP MEETING**

The Town Clerk reported on the FTC/ESC Joint Liaison Group Meeting on 26 February 2021.

As referred to in the report, it was noted that the development application for the Former Deben High School site was due to be submitted very soon. The public consultation had attracted a high level of public feedback.

It was noted that the new café on the South Seafront was progressing well and still on budget. The build was due to be completed by June 2021 and potentially open to the public in the summer.

A public consultation and, following this, a tender will go out for planning and building the Beach Hut village. Expected works will be completed by Spring 2022.

The Council was advised that the next Joint Liaison meeting would be held on 27 April 2021 and Members were asked to let the Town Clerk know of any matters they wished to be raised at this meeting.

**It was RESOLVED that the FTC/ESC Joint Liaison Group meeting update be noted.**

#### **519. CLIMATE EMERGENCY WORKING GROUP UPDATE**

Council noted the update from the Climate Emergency Working Group. It was also noted that the Planning & Environment Committee had recommended that Council consider the potential for a cohesive cycling and walking network as an outcome of various developments across the town (*#Min. 479 of 2020/21 refers*).

**It was RESOLVED to set up a Working Group comprising of Cllrs Bennett, Newman, Richardson, Smith and Williams to liaise with East Suffolk Council, Suffolk County Council and local parish councils on a cycling and walking network for the Felixstowe peninsula.**

#### **520. INSURANCE ARRANGEMENTS 2021/22**

Council considered its insurance arrangements for 2021/22 as per the recommendation of the Finance & Governance Committee (*Minute #436 of 2020/21 refers*).

**It was RESOLVED that the Council's arrangements for insurance cover in respect of all insured risks be approved and confirmed as adequate for 2020/21.**

#### **521. INVESTMENT POLICY & STRATEGY 2021/22**

Council considered its Annual Investment Policy & Strategy for 2021/22 as updated to reflect current investments and recommended by the 20 January 2021 Finance & Governance Committee (*Minute #435 of 2020/21 refers*).

**RESOLVED that the Investment Policy & Strategy for 2020/21 be approved and adopted as presented in the report.**

#### **522. OCCASIONAL GRANTS POLICY 2021/22**

Council considered its Occasional Grants Policy for 2021/22 as recommended by the 17 February 2021 Civic & Community Committee (*Minute #469 of 2020/21 refers*).

**RESOLVED that the Occasional Grants Policy for 2020/21 be approved and adopted as presented in the report.**

#### **523. PRESS & MEDIA POLICY 2021/22**

Council considered its Press & Media Policy for 2021/22 as recommended by the 17 February 2021 Civic & Community Committee (*Minute #470 of 2020/21 refers*).

**RESOLVED that the Press & Media Policy for 2021/22 be approved and adopted as presented in the report.**

#### **524. 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>
15/01/2021	338 - 353	£6,296.56
29/01/2021	354 - 370	£45,310.65
16/02/2021	371 - 386	£10,376.61
02/03/2021	387 - 398	£39,271.05
	<b>TOTAL</b>	<b>£ 101,254.87</b>

#### **525. CLOSURE**

The meeting was closed at 9.07pm. It was noted that the next Council Meeting would be the rescheduled Annual Council Meeting on 5 May at 7.30pm.

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

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