

**MINUTES of the ORDINARY COUNCIL meeting held at FELIXSTOWE TOWN HALL on Wednesday 8 September 2021 at 7.30pm**

**PRESENT:** Cllr M Jepson (Mayor) Cllr S Gallant  
 Cllr S Harkin (Deputy Mayor) Cllr T Green  
 Cllr D Aitchison Cllr M Morris  
 Cllr N Barber Cllr G Newman  
 Cllr S Bennett (From Min #) Cllr D Savage  
 Cllr S Bird Cllr A Smith  
 Cllr M Deacon Cllr S Wiles

**OFFICERS:** Mr A Tadjrishi (Town Clerk)  
 Mr S Congi (Finance Administration Assistant)  
 Mrs J Smith (Administration Assistant)  
 Miss H Miles (Communications Apprentice)

**IN ATTENDANCE:** 1 Member of the public  
 Mrs S Gledhill (BID Manager)  
 Mr G Page (Citizens Advice Manager)

**113. PUBLIC QUESTION TIME**

A discussion took place on the inadequate handling of road closures the week prior, resulting in gridlock on Felixstowe’s main thoroughfare. The Clerk and the Mayor would write to the Suffolk County Council Cabinet Member for Highways and other relevant agencies and request a review of the circumstances in order to avoid a repetition of the event.

**114. APOLOGIES FOR ABSENCE**

Apologies were received from **Cllr M Richardson**, and **Cllr K Williams**.

**115. 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	All	Local Non-Pecuniary (as Members of East Suffolk Council)
Cllr S Bird Cllr G Newman	All	Local Non-Pecuniary (as Members of Suffolk County Council)

**116. QUESTIONS TO THE MAYOR**

There were none.

#### **117. CONFIRMATION OF COUNCIL MINUTES**

It was **RESOLVED** that the Minutes of the Annual Council Meeting held on 23 June 2021 be signed by the Mayor as a true record and adopted by the Council.

#### **118. MAYOR'S ANNOUNCEMENTS**

The Mayor addressed the Council, highlighting his recent engagements and paying tribute to the efforts of local businesses and community groups in adapting to the lockdown roadmap.

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

#### **119. 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 23 June 2021
- b) Planning & Environment Committee 7 July 2021
- c) Assets & Services Committee 7 July 2021
- d) Finance & Governance Committee 14 July 2021
- e) Planning & Environment Committee 21 July 2021
- f) Planning & Environment Committee 4 August 2021
- g) Planning & Environment Committee 18 August 2021

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

Council received a report from Cllr Graham Newman, as a representative to the Felixstowe Fairtrade Forum. It was noted that, whilst no new events were planned, and their financial situation was essentially dormant at this time, organisations like Felixstowe Town Council and Spotlight Magazine were thanked by the Fairtrade Forum for their ongoing support.

It was **RESOLVED** that the report from Cllr Graham Newman be noted.

#### **121. FELIXSTOWE BID**

The Mayor welcomed Mrs Sheline Gledhill, Felixstowe BID Manager, who was invited to address the Council.

Mrs Gledhill gave a presentation to the Council on the formation and objectives of the BID.

Councillors thanked Mrs Gledhill for the presentation.

It was **RESOLVED** that the Felixstowe BID presentation was noted.

## **122. FELIXSTOWE ALLOTMENT ASSOCIATION - COMMUNITY HUT PROJECT**

Council was reviewed a funding request to support a new community hut for the Felixstowe Allotment Association. Members raised queries about the possible need for planning permission and the timeframe for the project. Following a discussion it was agreed that this should be referred to the Civic & Community Committee for further consideration, with a formal recommendation to come back to Council if deemed necessary in due course.

**It was RESOLVED that Annual Council considered funding the FAA's community hut when more information becomes available.**

## **123. FELIXFEST WOMEN'S TOUR FUNDING**

Council was asked to authorise funding to support the FelixFest and Women's Tour weekend, as had already been approved by the prior Finance & Governance committee meeting (*Minute #78 2021/22 refers*).

**It was RESOLVED that the Council approved funding of £25,000 to support FelixFest and Women's Tour weekend to be taken from the Community Fund Earmarked Reserve.**

## **124. FTC/ESC Joint Liaison Group Meeting**

Council received notes of the FTC/ESC Joint Liaison Group meeting held on 27 July 2021.

**It was RESOLVED that the notes of the 27 July 2021 FTC/ESC Join Liaison Group meeting be noted and Councillors were advised to let the Clerk know of any matters for the next meeting.**

## **125. TOWN HALL WINDOWS PLANNING PERMISSION UPDATE REPORT**

Council considered a report on the Town Hall windows following pre-planning application advice received which had recommended against the use of uPVC. The previously attained quotes for hardwood windows and refurbishment of the existing windows were brought up again as alternatives for Council to consider.

**It was RESOLVED that replacement windows in a suitable hardwood should be sought and this matter to be referred back to the Assets & Services Committee for further consideration.**

## 126. ACCOUNTS FOR PAYMENT

It was RESOLVED that the following schedule and payment of accounts be received and approved:

Date	Voucher Nos.	Total Payment
16/06/2021	77 - 105	£36,052.40
30/06/2021	106 - 119	£47,705.78
17/07/2021	120 – 140	£31,535.06
31/07/2021	141 – 157	£50,253.46
19/08/2021	158 – 177	£7,094.49
31/08/2021	178 – 187	£43,534.23
<b>TOTAL</b>		<b>£216,175.42</b>

## 127. CLOSURE

The meeting was closed at 9.45pm. It was noted that the next Ordinary Meeting was scheduled for 10 November 2021 at 7.30pm.

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

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