

MINUTES of the ORDINARY COUNCIL meeting held at FELIXSTOWE TOWN HALL on Wednesday 9 March 2022 at 7.30pm

PRESENT: Cllr S Harkin (Deputy Mayor *in the Chair*)
 Cllr D Aitchison
 Cllr S Bennett
 Cllr S Bird
 Cllr M Deacon
 Cllr T Green
 Cllr S Gallant
 Cllr M Morris
 Cllr G Newman
 Cllr M Richardson
 Cllr D Savage
 Cllr A Smith
 Cllr S Wiles

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

IN ATTENDANCE:
 1 Member of the public (in person)
 3 Members of the public (via Zoom)

MOMENT OF REFLECTION

The meeting was preceded by a moment of reflection delivered by Revd. Andrew Dotchin, St John’s Church.

Members thanked Revd. Dotchin for his moving words on the situation in Ukraine and discussed the raising of the Ukraine flag at the Town Hall. Members asked that the Ukrainian flag be flown at the Town Hall, during the period between the Commonwealth Day flag on 14th March and the NHS flag on 23rd March.

403. PUBLIC QUESTION TIME

There were none.

404. APOLOGIES FOR ABSENCE

Apologies were received from **Cllr M Jepson, Cllr N Barber, and Cllr K Williams.**

405. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr M Deacon Cllr S Gallant Cllr M Richardson 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)

Cllr G Newman	415	Local Non-Pecuniary (as Chairman of the Trustees at OFCA - Old Felixstowe Community Association)
Cllr D Savage	415	Local Non-Pecuniary (as a Trustee to OFCA)

406. QUESTIONS TO THE MAYOR

Question:

There are 25 faults with the Promenade lighting, it is understood that the entire promenade lighting system is the responsibility of East Suffolk Council, but it would be good to have the system fully repaired in time for the upcoming Summer season.

Answer:

Enquiries were made with East Suffolk Norse, who confirmed that a check of all festoon and rope lighting (Flyders to Manor End) was made and work was planned to start 9th February. The refurbishment of all lampposts on Felixstowe Promenade from the Pier down to Manor End was carried out last summer. Work is due to commence at the end of March for the next stage of redecorating the lampposts from The Pier to the Spa Pavilion. There are also 19 lampposts from the Spa Pavilion to The Fludyers which will need redecorating and hopefully will be completed by the end of this year. The festoon lighting is coming to end of life and is part of the wider Seafront Masterplan.

407. CONFIRMATION OF COUNCIL MINUTES

It was RESOLVED that the Minutes of the Ordinary Council Meeting held on 12 January 2022 be signed by the Mayor as a true record and adopted by the Council.

408. MAYOR'S ANNOUNCEMENTS

The Deputy Mayor spoke of the recent engagements carried out by the Mayor. The Mayor was pleased with the response to attend Mayor's Charity events which had begun again since the pandemic. The Mayor has also this week attended the opening of the New Wine Boutique and the service for Ukraine held at Felixstowe War Memorial on Friday.

It was RESOLVED that the Mayor's announcements be noted.

409. 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 12 January 2022

- b) Civic & Community Committee 19 January 2022
- c) Planning & Environment Committee 26 January 2022
- d) Planning & Environment Committee 9 February
- e) Civic & Community Committee 16 February 2022
- f) Planning & Environment Committee 23 February 2022
- g) Assets & Services Committee 23 February 2022

410. REPORTS FROM MEMBERS OF OUTSIDE BODIES

There were none.

411. REQUEST FROM HOME INSTEAD FOR COUNCIL REPRESENTATIVE

Council considered the request from Home Instead for a council representative as part of the Home Instead Steering Group that supports Memory Lane Dementia in Felixstowe and the surrounding peninsula.

Council appointed Cllr Sharon Harkin as a Council representative to the Home Instead Steering Group.

412. EARMARKED RESERVES EXPENDITURE

Council noted the spending approved by the Assets and Services Committee under its Terms of Reference (*Minute #9a 2021/22 refers*) to spend up to a limit of £20,000 relevant to its scope of business in each financial year.

The total approved spending to date from Assets and Services Earmarked Reserves is £15,659.19.

It was RESOLVED that:

- i. **Council notes the following spending from Earmarked Reserves approved by the Assets & Services committee on 23 February 2022:**

Min #	Description	Net Amount	Earmarked Reserve
385ii	Reinstatement Cost Assessment – building valuations for insurance purposes	£895	£223.75 from each of the following reserves: Town Hall, Broadway House, Walton Community Hall and Cemetery.
386ii	A Schedule of Works for Town Hall Windows	£1,500	Town Hall.
389ii	Urgent tree work required from tree survey	£1,790	Cemetery

- ii. **that the total expenditure against Assets and Services Earmarked Reserves of £15,659.19 to date, also be noted.**

413. BATTERY POWERED TOOLS

Council received a recommendation report from Assets & Services to replace some petrol-driven tools which are nearing the end of their serviceable life with batter powered equivalents. This not only would reduce Council's carbon footprint but would better protect the health of the grounds team.

RESOLVED that the cost of purchasing Hasqvarna battery powered tools, batteries and chargers be approved and funded at the cost of £6,345.11 to the Cemetery Earmarked Reserve.

414. COMMUNITY GOVERNANCE REVIEW

Council considered the report on the Community Governance Review covering the East Suffolk district and noted the deadline of 1 April 2022.

RESOLVED that Council delegate the matter to the 23 March Finance & Governance Committee for a formal response on behalf of the Town Council.

415. ALLENBY PARK/GOSFORD WAY PARK TRANSFERS

Council considered the update report on the transfer of Allenby Park and Gosford Way Park and noted that a tree survey would be carried out with any necessary work carried out by East Suffolk and a small repair to a pathway would be carried out before the transfer is completed.

RESOLVED that the formal transfer of the land titles at Allenby and Gosford Way Parks, from East Suffolk Council to Felixstowe Town Council as recommended by the Assets and Services Committee be authorised.

416. OCCASIONAL GRANTS POLICY 2022/23

Council considered its Occasional Grants Policy for 2022/23 as recommended by the 16 February 2022 Civic & Community Committee (*Minute #367 of 2021/22 refers*).

RESOLVED that the Occasional Grants Policy for 2022/23 be approved and adopted as presented in the report.

417. PRESS & MEDIA POLICY 2022/23

Council considered its Press & Media Policy for 2022/23 as recommended by the 16 February 2022 Civic & Community Committee (*Minute #368 of 2021/22 refers*).

RESOLVED that the Press & Media Policy for 2022/23 be approved and adopted as presented in the report.

418. INSURANCE ARRANGEMENTS 2022/23

Council considered its insurance arrangements for 2022/23 as per the recommendation of the Finance & Governance Committee (*Minute #286 of 2021/22 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 2022/23.

419. INVESTMENT POLICY & STRATEGY 2022/23

Council considered its Annual Investment Policy & Strategy for 2022/23 as updated to reflect current investments.

RESOLVED that the Investment Policy & Strategy for 2022/23 be approved and adopted as presented in the report.

420. FTC/ESC JOINT LIAISON GROUP MEETING

Council received notes of the FTC/ESC Joint Liaison Group meeting held on 15 February 2022.

RESOLVED that the notes of the 15 February 2022 FTC/ESC Joint Liaison Group meeting be noted and Councillors were advised to let the Clerk know of any matters for the next meeting on 17 May 2022.

421. ACCOUNTS FOR PAYMENT

An amendment to the latest voucher sheet was circulated adding on an authorised but omitted payment.

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

Date	Voucher Nos.	Total Payment
15/01/2022	335 - 351	£5,052.85
31/01/2022	352 - 373	£57,549.50
15/02/2022	374 - 388	£8,168.59
28/02/2022	389 - 400	£43,693.01
	TOTAL	£114,463.95

422. CLOSURE

The meeting was closed at 8.24pm. It was noted that the next meeting of the Council would be the Annual Council Meeting on 18 May 2022 at 7.00pm.

Date: _____

Town Mayor: _____