

MINUTES of the ASSETS & SERVICES COMMITTEE meeting held at Town Hall, Felixstowe on Wednesday 23 November 2022 at 7.30pm

PRESENT: Cllr N Barber (Chairman) Cllr M Morris
Cllr D Savage (Vice Chairman) Cllr G Newman
Cllr D Aitchison Cllr A Smith
Cllr S Harkin

OFFICERS: Mr A Tadjrishi (Town Clerk)
Mrs J Smith (Administration Assistant)

IN ATTENDANCE: No members of the public present

290. PUBLIC QUESTIONS

None.

291. APOLOGIES FOR ABSENCE

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

292. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr G Newman	All	Non-Pecuniary (as a Member of Suffolk County Council)

293. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Assets & Services Committee Meeting held on 28 September 2022 be signed by the Chairman as a true record.

294. ASSETS & SERVICES BUDGET REPORT

The Committee considered the summary and detailed report showing income and expenditure against budget to 18 November 2022.

It was RESOLVED that the Budget Report to 18 November 2022 be received and noted, with no other action required at this time.

295. TOWN HALL UPDATE REPORT

The Town Clerk updated committee on the Town Hall Report. Members requested that the use of Fineo glass in the new windows be well publicised, and the current and future energy consumption of the Town Hall be observed to measure the difference over the coming years.

It was RESOLVED that the Town Hall update report be noted.

296. WALTON COMMUNITY HALL

The Town Clerk presented the update on Walton Community Hall. Members asked what types of groups had been hiring the hall and were pleased by the diversity of groups using the hall.

It was RESOLVED that the Walton Community Hall update be noted.

297. BROADWAY HOUSE UPDATE REPORT

Committee received the Broadway House update report. It was noted that there were ongoing maintenance issues with the automatic doors at Broadway house.

Members discussed the potential for Broadway House to host some community get togethers in the form of health walks and Community 'chinwags'.

It was RESOLVED that:

- i. the Broadway House update report be noted; and,**
- ii. any opportunities for increasing community reach be forwarded to FOPWA for consideration.**

298. CEMETERY UPDATE REPORT

Committee received the Cemetery update report, the Town Clerk also presented committee with some positive feedback form a Cemetery visitor regarding the staff and their hard work.

It was RESOLVED that the Cemetery update report and positive feedback be noted.

299. ALLOTMENTS UPDATE REPORT

The Administration Assistant presented the Allotment update report. Members suggested that as East Suffolk Council had released their Field to Fork Grants this week, that Felixstowe Town Council promote it on their social media platforms.

It was RESOLVED that:

- i. the Allotment update report be noted; and,**
- ii. the East Suffolk 'Field to Fork' Grant system be promoted through social media; and,**
- iii. the Administration assistant engages with Felixstowe Allotment Association and tenants regarding supporting the local pop up food shops.**

300. FELIXSTOWE WAR MEMORIAL AND FLOOD MEMORIAL REPORT

The Town Clerk presented the Felixstowe War Memorial and Flood Memorial report.

It was RESOLVED that Felixstowe War Memorial and Flood Memorial report be noted.

301. PARKS

The Town Clerk presented an update report on Council's park. Members noted the challenge faced by staff when asking people to vacate Allenby Park at closing time. It was suggested that some further signage explaining the closing times would be beneficial, in addition to those already in place.

It was RESOLVED that Parks update be noted.

302. DRAFT BUDGET CONSIDERATIONS 2023-24

Committee considered first draft proposals for its element of the Council's 2023-2024 budget and reviewed the accompanying notes to the estimates in the report. In response to a question on Town Hall staffing cost increases, the Town Clerk reported that staff pay increases for 2022/23 had been in a lump sum rather than a percentage. It was also noted that, whilst there was an increase in budget for employee salaries in the Cemetery, the budget for pension contributions had decreased. Committee noted that the year-on-year increase to next year's budget estimates was mainly due to energy and fuel cost, inflation, and salaries.

It was RESOLVED that the draft proposals for the Assets & Services element of the Council's 2023-24 budget be recommended as presented to Council's Finance & General Purposes for further consideration.

303. CLOSURE

The meeting was closed at 9.13pm. The next meeting was noted as being scheduled for Wednesday 22 February 2023 at 7.30pm.

Date: _____

Chairman: _____