

## Notes

### Felixstowe Town Council / East Suffolk Council Joint Liaison Group

**Date:** 1 November 2022 (14:00pm – 16:00pm)

**Venue:** Teams Call

<b>Attendees:</b>		
Steve Gallant	ESC	Chair
Nick Barber	FTC	Apologies
Letitia Smith	ESC	Apologies
Sharon Harkin	FTC	
Craig Rivett	ESC	

<b>Officer</b>		
<b>Representatives:</b>		
Andrew Jarvis	ESC	
Ash Tadjrishi	FTC	
Laura Hack	ESC	
Sarah Garbutt	ESC	SGb
Neil Cockshaw	ESC	
Tim Snook	ESC	
Chris Phillips	ESC	

	<b>ITEM</b>	<b>Notes</b>	<b>Action Lead</b>
1.	Welcome and apologies	As above	
2.	Minutes of the last meeting -26 July 2022	 Felixstowe Joint Liaison Group Notes ; Agreed as a correct record	
3.	Programme Updates:	<p><b>Deben School site</b>                      Currently, a main contractor for the build is being tendered for and once in place, a more detailed timetable can be produced.</p> <p>The Lions have now moved their portacabin to Garrison Lane Carpark and CP is working with them to look at security, further storage and upgrading this.</p> <p>An options paper is being developed for the management of the Assembly Hall. Depending on the outcome, this may introduce a conversation with the Town Council.</p> <p><b>Martello Café</b>                      This is now up and running and the project now complete.</p> <p><b>Beach Village</b></p>	CP

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		<p>The main contractor, Gipping, has started on site and the programme is expected to complete in July 2023. Works are simultaneous across both the beach village and activity park. After initial public concerns about the gates, comms has been fairly positive. A tender for the build of the 27 beach huts is currently open.</p> <p>Officers are now looking at options for the management of the beach pod rental aspect of the project.</p> <p><b>Martello Tower P</b></p> <p>Consultants are currently developing a feasibility study on the shortlisted options available for the tower. It was noted that options will include more than one use for it. In the meantime, officers are updating the QS costs for the physical redevelopment of the tower to ensure that it is watertight. All being well, it is envisaged that a discussion could be had with the Heritage Lottery Fund next year on funding sources.</p> <p>As an aside, a query was raised as to whether the tower could be used as a school uniform bank in the short term. This was discussed and felt that it wasn't a suitable location, whereas the availability of empty shops or other Council locations should be explored first.</p> <p><b>Public Realm &amp; Masterplanning</b></p> <p>NC updated the group as to the progress with the seafront lighting review. Two surveys have been commissioned to look at the existing structures and also a utilities gap analysis along the sea front. After this first phase of surveying, there will be a much clearer understanding of what type of lighting can be supported going forward.</p> <p>The second phase will be to design a new lighting scheme and consult on this. While a firm timescale cannot be given at this stage, the Town Council would be included at an early stage to inform the process.</p> <p><b>Beach huts at the Spa</b></p> <p>An update was given as to the current situation – 30 hut owners have given permission for their huts to be moved to their new licence locations. The Council is waiting for the results of the planning application for Manor End and the Association have requested</p>	SH
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		<p>support for resubmission of the first application for Manor End, rejected by the LPA earlier this year due to ecology issues. The Judicial Review process is still ongoing.</p> <p><b>North Felixstowe</b> Cabinet and Full Council have approved the next phase of work to deliver outline planning consent for North Felixstowe via a whole site masterplanning and public consultation process. A new member of staff has been appointed to lead on the masterplanning work and started at the beginning of November</p> <p>NC is bringing forward a proposal for a Stakeholder Group and the governance structure of this. It is expected that an approach will be made by ESC to FTC for representation, which will give a clear steer on what the expectations for this representation and reporting criteria are.</p> <p><b>Leisure Development</b> TS noted that he was working with the operator Places for People on a strategy for the two existing leisure centres in Felixstowe, to ensure they are fit for purpose while the North Felixstowe development is ongoing. For example, new signage has been installed at FLC and works are taking place on the plant.</p> <p>The project to move Indoor Bowls to the former Deben High School site is progressing. A decision has been made to keep the provision for bowls and cricket separate. The first designs for the indoor bowls centre are now being developed and should be ready by the end of the year. Part of this work is to look at renewable energy.</p>	NC
4	Assets and Capital Projects	<p><b>Langer Park</b> ESC is working with FTC on the development of the Lost Play Creek scheme for the park, which FTC has indicated £15k to support the proposal from Groundworks. This is going to FTC on the 9<sup>th</sup> Nov meeting for a formal decision.</p> <p>A review of the location of the play area has been carried out and the recommendation is to keep it in its current location. SG noted that this option should</p>	

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	<p>be reviewed again so as not to miss the opportunity to reduce the level of ASB in this area. However, moving the play area will have considerable additional costs in groundworks due to the flooding issues. It was agreed that this would be reviewed again carefully.</p> <p>The issue of flooding in the park was discussed in general and officers noted that essential works to the waterway were now underway. However, there had been some hold-ups due to negotiations required with 3<sup>rd</sup> party land owners to access the site. It is hoped that these issues are now sorted and further drainage works can be carried out in the next few weeks.</p> <p><b>Fishing Hut</b> Works on the fishing hut have started and the concrete base is currently being strengthened. This is a 6 week project and should be complete by Dec 2022. The BID have been given draft heads of terms for a lease on the hut to operate it as a TIP.</p> <p>It was also noted that the replacement kiosk for Peter's Ice-cream has now been installed and a formal opening planned for the 13 Nov. It was highlighted that this is Remembrance Sunday and may not be a suitable date due to road closures etc.</p> <p><b>Seating Out Area</b> After extensive discussion on the options, the capital scheme for provision of a seating area has been deemed too expensive at this time for the payback. An application to planning has been made to continue use as a grassed seating out area. However, it was noted that the scheme is available for any future external funding opportunities that may arise.</p> <p><b>Signage in the resort</b> It was noted that both noticeboards at the Spa have now been replaced and the Spa have access to keys for use of these under a licence from ESC.</p> <p>Beach information signs are being installed this week at Beach Station Road PC's, Landguard Fort carpark and at Manor Terrace carpark. This has been a joint project with ESC, the Harwich Haven Authority, Landguard Trust and Coastwatch.</p>	
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		<p>A further sign is being erected at Felixstowe Ferry to give information to powered watercraft on the by-laws in this area.</p> <p>The ten heritage boards, which were a legacy of Felixstowe Forward, are waiting to be placed around the resort, once the A frames for these are complete.</p>	
5.	Town Council updates and questions raised	<p><b>Wicker People</b> Due to ongoing vandalism, the Wicker People have now been moved for the winter to Landguard Museum. They are available to be viewed through the fence and a sign has been erected in their old position noting this. They are planned to return around Easter 2023. The importance of the Felixstowe CCTV provision being reviewed readiness for the expiration of the current contract in July 2023, was noted. FTC has capital funding to assist towards replacement kit/infrastructure and it was acknowledged that ESC being able to live-monitor its assets across the district was critical to maximising success of CCTV.</p> <p><b>Toilet refurbishment programme</b> A second refurbishment programme is planned for the remainder of this financial year, which includes Martello Park, Bath Tap and Cobbold Road PCs and a larger scheme for the redevelopment of the Town Hall pcs. A draft proposal for the Town Hall PC's was tabled and initial comments given by the group. This included whether a more visible entrance can be developed into the toilet area and the agreement that the flagpole could be moved to accommodate this, if appropriate. It was agreed that the site should be design led rather than constrained by existing assets. A discussion was had on whether a Changing Places area was required in this location, but the new PC's at Beach Village will include Changing Places anyway. The site would need full planning permission, so will be the last to be developed of the four.</p> <p><b>Mobile Chip Van</b> ESC provided a briefing note from their legal team on the issue of street vendor licences across the district. Complaints have been raised from the public on a mobile chip van in Golf Road, but this has led to a</p>	<p><i>CP to attend in Jan and LH to</i></p>

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		<p>wider debate as to whether FTC wishes to propose to ESC that a policy is required in the town.</p> <p>It was agreed that this debate should be taken to the Full Town Council in January, to which a representative from ESC's Legal Team will be invited to provide a steer on the legalities and aid the TC Members in deciding what is right or wrong for the town.</p> <p><b>Campervans on Undercliff Road East</b> See discussion paper attached for background information.</p> <p>It was debated as to whether it was the angle of parking that was the main issue or the fact that campervans displace other vehicles to then park in surrounding streets. It was noted that solutions to this issue could be considered and part of the Town-wide Parking Review. It was noted that FTC had been anticipating the commencement of this review since the introduction of CPE and was looking forward to being involved at the earliest opportunity.</p> <p><b>Norse reporting of ASB/Vandalism</b> Concerns were raised as to the process of reporting of ASB and vandalism of ESC assets and whether this was indeed taking place. Official crime figures of vandalism in the town were low, which did not feel like a correct representation. It was agreed that a process should be formalised.</p>	<p><i>arrange for a Legal Officer</i></p> <div style="text-align: center;">         Felixstowe        campervan Aug 2022     </div> <p><i>AJ to determine timeline for Review</i></p> <p><i>AJ to raise with Assets</i></p>
6.	AOB	<p><b>Coastal Patrol</b> AT reported that this group had indicated interest in having a station to launch from, for example, use of the ramp near the Fluyders. It was noted that this was not the best location and the group should be put in contact with CP to discuss a more suitable place.</p> <p><b>BID interface</b> It was agreed that BID issues and concerns will be raised with this group by the Town Council. Recent discussions have been had on a single point of contact with ESC Officers and Simon Charlesworth from Economic Development had been identified. However, it was debated and agreed that 2 points of contact were required and that SGb should be the key resort contact, whereas Simon would be for issues with town centre and businesses.</p>	<p><i>AT / CP</i></p> <p><i>SGb</i></p>

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		<p><b>Cascade Pond</b></p> <p>SH noted that there were concerns from the public raised over the treatment of fish in this pond by other members of the public, children climbing on the rockface and the pulling of plants and weeds regularly blocking the filter. It was felt that the heritage sign about the Cascade Pond (125yrs old), which currently sits in the adjacent sunken Spa Gardens could be moved closer to attempt to educate the public more. Also, to review the smaller signage that relates to dogs on lead etc to more specific content relating to the pond e.g. Do not Feed the Fish.</p> <p>It was also agreed that potentially a sub-group of the Friends of Spa Gardens could be set up to look after the pond.</p> <p><b>Felixstowe Carnival</b></p> <p>Representatives from the Carnival Committee have asked that it be flagged to ESC and SCC what costs they incurred each year from licences and resources to put on the carnival and whether this could be reviewed in light of the income and footfall that the carnival brings in.</p> <p>It was confirmed that ESC did indeed understand the costs of resource and licences and this was indeed the cost of putting on such an event, for which the carnival fundraises for. Both ESC and SCC were very grateful for the work done.</p>	<p><i>LH</i></p> <p><i>SH</i></p>
7	Date of next meeting	2023 dates to be set	<i>LH</i>