

Telephone: 01394 282086  
Fax: 01394 285920  
email: enquiries@felixstowe.gov.uk

9 am to 4 pm Mondays to Fridays



TOWN HALL  
FELIXSTOWE  
SUFFOLK  
IP11 2AG

## TO ALL MEMBERS OF THE CIVIC & COMMUNITY COMMITTEE

Cllr S Wiles (Chairman)

Cllr D Savage (Vice Chairman)

Cllr D Aitchison

Cllr S Gallant

Cllr S Harkin

Cllr G Newman

Cllr M Morris

Cllr M Richardson

Cllr K Williams

You are hereby summoned to attend a meeting of the **CIVIC & COMMUNITY COMMITTEE** to be held at the **Town Hall, Felixstowe** on **Wednesday 15 June 2022** at **7.30pm** for the transaction of the following business:

### **Public Attendance**

Meetings of the Town Council and its Committees are open to the press and public who are welcome to attend. Members of the public are invited to make representations or put questions to meeting during the public session.

*There is a limit to the number of public attending in-person, which may be further affected by coronavirus guidance. If you wish to attend in person, please email [townclerk@felixstowe.gov.uk](mailto:townclerk@felixstowe.gov.uk) to confirm capacity.*

**To join the meeting please follow this link:**

<https://us02web.zoom.us/j/89465860989>

Alternatively, you may join via the meeting ID 894 6586 0989 or over the telephone by calling 0131 460 1196.

Our online meeting guidance can be found here: <https://www.felixstowe.gov.uk/wp-content/uploads/2020/05/Remote-Meeting-Guidelines.pdf>

*Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity in its decision-making and Members are reminded to consider the Council's commitment to climate action.*

**Ash Tadjrishi**  
**Town Clerk**  
**10 June 2022**

For information (via email):

All Town Councillors  
Local Press



## **A G E N D A**

- 1. Public Question Time**  
Up to 15 minutes is set aside to allow members of the public (up to one minute each) to make representations or put questions to the Committee on any relevant matters.
- 2. Apologies for Absence**  
To receive any apologies for absence.
- 3. Declarations of Interest**  
To receive any declarations of interest and to consider any requests for dispensations from Members on matters in which they have a disclosable pecuniary interest.
- 4. Confirmation of Minutes**  
To confirm the Minutes of Civic & Community Committee meeting held on 20 April 2022 as a true record. **(Pages 3-8)**
- 5. Civic & Community Budget Report**  
To receive the Civic & Community Budget report to 8 June 2022 and consider any actions deemed necessary. **(Page 9 & Appendix A)**
- 6. Occasional Grants Round 1 2022/23**  
To consider occasional grant applications submitted for the first round of Occasional Grants 2022/23 and receive an update on Grants. **(Pages 10-11)**
- 7. Annual Grants Update**  
To receive an Annual Grants update in respect of Art on the Prom. **(Page 11)**
- 8. The Queens Platinum Jubilee Weekend**  
To receive a report on the Queen's Platinum Jubilee weekend. **(Page 12)**
- 9. Suffolk Day 2022**  
To receive an update regarding arrangements for Suffolk Day. **(Page 13)**
- 10. Flag Flying Arrangements**  
To review and consider Flag Flying arrangements at the Town Hall. **(Page 14)**
- 11. Twinning Policy**  
To receive a report on Town Twinning and review the Council's Twinning Policy. **(Page 15 & Appendix B)**
- 12. CCTV Update**  
To receive an update report on CCTV. **(Page 16)**
- 13. Closure**  
To close proceedings and confirm the date of the next meeting scheduled for Wednesday 14 September 2022 at 7.30pm.

## **AGENDA ITEM 4: CONFIRMATION OF MINUTES**

**MINUTES** of the **CIVIC & COMMUNITY COMMITTEE** meeting held at **Town Hall, Felixstowe** on **Wednesday 20 April 2022** at **7.30pm**

**PRESENT:** Cllr D Savage (Vice-Chairman *in the Chair*)      Cllr M Morris  
Cllr D Aitchison      Cllr G Newman  
Cllr S Gallant      Cllr M Richardson

**OFFICERS:** Mr A Tadjrishi (Town Clerk)  
Mrs D Frost (Deputy Town Clerk)  
Mrs S Faversham (Civic Events Officer)  
Ms H Miles (Communications Apprentice)

**IN ATTENDANCE:** Cllr Tracey Green  
Paul Borroughs, Felixstowe Chamber of Commerce

### **473. PUBLIC QUESTION TIME**

There were none.

### **474. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr S Wiles (Chairman)**, **Cllr S Harkin** and **Cllr K Williams**.

### **475. DECLARATIONS OF INTEREST**

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr S Gallant Cllr M Richardson	All	Local Non-Pecuniary (as Members of East Suffolk Council)
Cllr G Newman	All	Local Non-Pecuniary (as a Member of Suffolk County Council)

### **476. CONFIRMATION OF MINUTES**

**RESOLVED** that the **Minutes of the Civic & Community Committee meeting held on 16 February 2022** be signed as a true record.

### **477. CIVIC & COMMUNITY BUDGET REPORT**

The Committee considered a summary and detailed report showing income and expenditure against budget to 31 March 2022.

**It was RESOLVED** that the **Budget Report to 31 March 2022** be received and noted as presented with no other action required at this time.

#### **478. FELIXSTOWE IN FLOWER**

The Civic Events Officer updated Committee on plans for the launch to be held at the Triangle on Saturday, 28th May from 10am until 12 noon.

The Clerk reported that birch trees for the Shared Space were due to be delivered the next day. In accordance with Committee's request the trees would be a substantial size, approximately 3m high with 14cm trunk girth. It was noted that the supplier of the wooden planters had recommended that they be left untreated in the first year and could be stained or painted if thought appropriate at a later date.

**It was RESOLVED that the Felixstowe in Flower and Outdoor Planting report be noted.**

#### **479. ANNUAL TOWN MEETING/CIVIC AWARDS 2022 AND THE ANNUAL COUNCIL MEETING**

Committee noted the report on the Annual Town Meeting/Civic Awards and the Annual Council Meeting. The Civic Awards had received a good response with 22 nominations. However, as not many nominations had been received for the Ganges Youth Trophy, a further invitation for nominations had been sent to local schools, sports clubs and Level Two.

Members discussed the special single winner's award, because of their association with a certain aspect of Felixstowe life it was agreed that the award should echo that theme with the Felixstowe shield in the centre. The Clerk would circulate details of this award to Members. A nomination has also been made to give the honour of the torch bearer when it comes through the town on 31 May.

**It was RESOLVED that the Annual Town Meeting/Civic Awards and Annual Council Meeting report be noted.**

#### **480. THE QUEEN'S PLATINUM JUBILEE WEEKEND**

Committee received an update report on the Queen's Platinum Jubilee. A flypast request has been made and is looking promising. Volunteers are sought for a two-hour slot (or two) over the weekend. The Town Clerk would be inviting Councillors to volunteer if available.

A programme was being put together with the itinerary, which would be printed in hard copy for the event and published on the Visit Felixstowe website in the meantime.

**It was RESOLVED that the report on the Queen's Platinum Jubilee be noted.**

#### **481. SUFFOLK DAY 2022**

Members considered the Council's involvement in Suffolk Day, reflecting on pre-pandemic where tea and cake, provided by Councillors, were served to the public outside the Town Hall.

It was noted that St Elizabeth's Hospice would be arranging the Suffolk Remembers event again in the evening.

Members discussed whether more could more be done to make the Suffolk Day flag raising more engaging. As it is on a school day, there may be an opportunity to have local children involved, with groups such as Litter Free Felixstowe. Members suggested that FOPWA be invited to participate also. It was suggested that some light refreshment could be offered by the fountain in the Town Hall Gardens after the flag raising ceremony, subject to weather. Further ideas would be shared via email in due course.

**It was RESOLVED that schools, FOPWA and other local groups be invited to the Suffolk Day Flag raising, followed by some light refreshment by the fountain in the Town Hall Gardens.**

#### **482. S106 OUTDOOR PLAYING SPACE FUND APPLICATIONS CONSULTATION**

Members considered two applications for which had recently been received by ESC for funding from the S106 Outdoor Playing Space Fund. The Clerk advised that the funding was not held by the Town Council hold but on behalf of Felixstowe by East Suffolk Council. As such, the Town Council was only a consultee on the application. It was noted that the Rugby club were seeking to commence a two-phase project, with a request for £30,000 to fund the installation of floodlights in this first phase. Felixstowe Cricket Club had also applied for funding of £1,170 to purchase a defibrillator. Members noted that, should the applications be supported by the Town Council, the funding could be approved without further recourse to ESC Cabinet. The applications had already gained support by the District Ward Councillors. Members supported both applications.

**It was RESOLVED that a response is sent to East Suffolk Council in support of S106 Outdoor Playing Space Funding for:**

- i. £30,000 for Felixstowe Rugby Club towards the installation of Floodlights; and,**
- ii. £1,170 for a defibrillator for Felixstowe Cricket Club.**

#### **483. CCTV UPDATE**

The Deputy Town Clerk gave an update from the CCTV Working Group. Members discussed the CCTV report, the value of monitoring and the importance of achieving clarity in the images, especially at night using IP (Internet Protocol) cameras. With these cameras if the Police have the IP address they can dial in

and view the images. Martlesham Police HQ may have the ability to use this technology.

Committee agreed that partnership working with ESC seemed worthwhile as many of the cameras in Felixstowe were owned by ESC and covered its land. Whilst investigations were ongoing with ESC as to the possibility of linking in to a central monitoring point, it was agreed that capital investment on new equipment for the current system should be deferred. It was agreed that servicing by STC Solutions should be continued in the interim.

**RESOLVED that the maintenance contract with STC Solutions be extended for a further year whilst specifications and costs for upgrading cameras, which would be able to integrate with ESC equipment, could be investigated.**

#### **484. DIGITAL COMMUNITY DIRECTORY PROJECT**

The Communications Apprentice updated Committee on the status of the Digital Community Directory which had been added to the Council's website this week. A formal launch of the Directory would be scheduled once sufficient content had been published. The Communications Apprentice would be contacting local community groups and organisations to invite them to upload their details. A video tutorial to assist people with publishing community information was being considered.

In response to Members' concerns that the Directory should not become an administrative burden, the Clerk advised that, following outreach with community groups, once the Directory was up and running, registered groups would be able to self-administer and publish details of local events. The system could also flag-up accounts that had not been updated for some time, in order to prompt updating.

**RESOLVED that update on the Digital Community Directory be noted.**

#### **485. TOWN COUNCIL MAGAZINE**

The Town Clerk reported that an increase in price had just been received from the printers increasing the current cost of publication by 34%, which also included an increase in the design element from £6 per page to £8 per page. Members discussed the increase in costs, and the value of the magazine to the local community. Members agreed that, as the magazine was well-received throughout the town, providing non-political and informative content, it was an important resource for residents. Members expressed the need to retain editorial control and the Clerk assured that this would continue, irrespective of whether the design took place in-house or was carried out by an external provider.

Committee discussed reducing the number of issues but agreed that it currently worked well as a quarterly seasonal magazine.

It was RESOLVED that:

- i. The Town Council Magazine should continue to be published on a quarterly basis; and,
- ii. Committee review again in September for budget setting; and evaluate how well the design and production of the magazine is going also at that time.

#### 486. HERITAGE WEEKEND

Committee considered the opening of the Town Hall to enable the Felixstowe Society to facilities the building being opened to the public for the Heritage Weekend. Members agreed that a caretaker should be on site for the duration.

**RESOLVED that the Town Hall is opened on Sunday 11 September 2022 with the provision of a Caretaker, to enable the Felixstowe Society to facilitate the opening of the building for the Heritage Weekend.**

#### 487. ANNUAL GRANTS AND OTHER PAYMENTS

Committee reviewed the accounts for the Felixstowe Volunteer Coast Patrol as requested after their original Annual Grant application (*Minute # 135 iii 2021/22 refers*).

**It was RESOLVED that the following Annual Grants and other payments for the year 2022/23 be granted:**

- i. **£6,750 towards the provision of the 2022 Christmas lights to the Lions Club of Felixstowe**

- ii. **Annual Grants:**

<b>Citizen's Advice</b>	<b>£3,000</b>
<b>Felixstowe Book Festival</b>	<b>£2,000</b>
<b>Felixstowe Carnival</b>	<b>£2,000</b>
<b>Felixstowe Council for Sport and Recreation</b>	<b>£ 300</b>
<b>Felixstowe Volunteer Coast Patrol Rescue Service</b>	<b>£1,500</b>
<b>Landguard Fort</b>	<b>£1,000</b>
<b>Wesel Twinning Assoc.</b>	<b>£ 0</b>
<b>Salzwedel Twinning Association</b>	<b>£ 0</b>
<b>Total</b>	<b>£9,800</b>

- iii. **£1,400 has been budgeted for Art on the Prom, enquiries to be made to confirm that the event will go ahead before releasing the grant.**

- iv. **Community Fund Projects:**

<b>Level Two</b>	<b>£10,000</b>
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Landguard Partnership	£5,000
Harwich Harbour Ferry Services Partnership	£1,000
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<b>Total</b>	<b>£16,000</b>

**488. COMMUNITY ENGAGEMENT STRATEGY 2022-23**

Committee reviewed the Council's Community Engagement Strategy as presented for the year 2022-23.

**RESOLVED that the Community Engagement Strategy as presented be approved and recommended to Council for adoption for 2022-23.**

**489. CLOSURE**

The meeting was closed at 9.23pm. The next meeting was noted as being scheduled for Wednesday 15 June 2022 at 7.30pm.

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## AGENDA ITEM 5: CIVIC & COMMUNITY BUDGET REPORT

Committee is to regularly receive reports on the Civic & Community element of Council's budget. A summary of the position to 10 June 2022 is provided below with a detailed report at **Appendix A**.

1 April - 10 June 2022 (2021 - 2022)

### **Felixstowe Town Council Summary of Receipts and Payments Summary - Civic & Community**

Cost Centre	Receipts				Payments			
	Budgeted	Actual	Variance	% Received	Budgeted	Actual	Variance	% Spent
301 Civic & Community	3,992.00	216.67	3,775	5.43%	32,430.00	20,068.74	12,361	61.88%
302 Grants				N/A	36,200.00	6,800.00	29,400	18.78%
303 Felixstowe in Flower	8,250.00	1,854.21	6,396	22.48%	5,900.00	702.50	5,198	11.91%
304 Communication	10,000.00	235.08	9,765	2.35%	13,200.00	0.00	13,200	0.00%
305 Community Projects & Partne				N/A	16,000.00	17,563.50	-1,564	109.77%
<b>NET TOTAL</b>	<b>25,242.00</b>	<b>2,305.96</b>	<b>19,936.04</b>	<b>9.14%</b>	<b>103,730.00</b>	<b>45,134.74</b>	<b>58,595.26</b>	<b>43.51%</b>

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**Committee is requested to consider the budget report to 10 June 2022 and decide any action it deems necessary.**

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## AGENDA ITEM 6: OCCASSIONAL GRANTS ROUND 1 2022/23

Committee is to consider the applications received for an Occasional Grant from the Town Council at this first round of the awards as follows:

*(Members have been provided the full application details under separate cover)*

<b>Name of Organisation</b>	<b>Grant Project</b>	<b>Amount Requested</b>	<b>Previous Grant given by FTC</b>
Activ Lives	Saturday ActivSport Hub - Felixstowe	£2,160.00	£280 2017/18R1 £582 2017/18R2 £1,000 2020/21
Creating Caring Connections CIC	Intergenerational Connections – Continued Connections	£2,437.21	-
Felixstowe Creative Arts Trust/Two Sisters Arts Centre	Felixstowe Maritime Festival	£1,000.00	£3,000 2016/17 £1,000 2019/20 £350 2020/21
Felixstowe & Walton Utd FC (Youth Teams)	Development of Langley Avenue Playing Field	£2,000.00	£1,000 2016/17
Felixstowe & Walton Utd FC	U18 team training kit	£1,000.00	£1,000 2016/17
Landguard Fort Trust	Defibrillator, prep and rescue kit and indoor cabinet, to be located at Landguard Fort	£1,368.00	£1,000 2019/20 £1,500 2020/21 £ 700 2021/22
Landguard Trust	Volunteer Workshop Refurbishment	£1,440.00	Landguard Partnership £1,000 pa £5,000 2021/22
OFCA	Jubilee Courtyard	£2,500.00	£500 2015/16
Pier Projects Art Agency CIC	Views from Convalescent Hill: A Book for Felixstowe and a Programme of Creative Events - Exploring 'Convalescence'	£1,000.00	£1,000 2018/19 £1,000 2019/20
Suffolk Accident Rescue Service (SARS)	SARS Felixstowe activity	£500.00	£350 in 2015/16, 2016/17, 2017/18 & 2018/19 £500 2021/22

St Philips Community Hub	Christmas Flower decoration and Christmas Party with Gift	£990.00	£725 Coronavirus Grant 2020/21
Suffolk Mind	Mental Health Training for Felixstowe Town Pastors	£1,600.00	£1,050 2020/21
The Salvation Army, Felixstowe	Summer Holiday Meal and Activity	£470.00	£408 Explorers 2020
WAMFest Felixstowe Festival Events	WAMFest Felixstowe Women Arts and Music	£2,000.00	£1,000 2020/21 £1,000 each in 2021/22 R1 and R2
<b>TOTAL</b>		<b>£20,465.21</b>	

There is a total of £25,000 in the Occasional Grants budget available for Committee to award to eligible organisations in 2022/23. As this is the first of two funding rounds Committee is expected to ordinarily limit the total awarded at this stage to £12,500. However, this may be exceeded at the discretion of the Committee should Members feel it is appropriate.

However, Members are to note that the overall total awarded in the full year 2022/23 cannot exceed £25,000 without approval from Council.

**Committee is requested to consider the above Round 1 applications for funding from the Felixstowe Town Council Occasional Grants budget and decide on any awards it wishes to make.**

## **AGENDA ITEM 7: ANNUAL GRANTS UPDATE**

As agreed at the previous meeting (*Minute #487 2021/22 refers*) Art on the Prom has been contacted and confirmed that it is unlikely that the event will go ahead this year. However, there are plans to hold Art on the Prom in 2023.

This means that the ringfenced Annual Grant of £1,400 will not be used by Art on the Prom this year.

Members are also requested to note that the agenda item relating to Annual Grants at the previous meeting, and corresponding Minute entry #487 2021/22, detailed a sum of £5,000 being set aside in the budget for Landguard Partnership. However, as the Partnership was due to wind up in 2022/23 this funding was not included in this year's budget.

**Committee is requested to note the update and consider any verbal updates at the meeting.**

## **AGENDA ITEM 8: QUEEN'S PLATINUM JUBILEE WEEKEND**

Following the efforts of council staff, Carnival Association volunteers, representatives from the Felixstowe BID and Landguard who were instrumental in the event planning for the Queen's Platinum Jubilee Weekend – and the part played by the weather - the Felixstowe celebrations were very successful, with feedback received from across the community.

Invoices are being finalised but the currently financial projection is that the total cost of underwriting the events will come in well below the £30,000 budget. Funding which was approved by Council to via the VE75 Event Earmarked Reserve (that could not take place due to Covid) and the Community Fund Earmarked Reserve.

A summary of the accounts, subject to final confirmation, is shown below:

<b>Licences Hire &amp; Ins</b>	<b>Equipment</b>	<b>Entertainment</b>	<b>Medical</b>	<b>Product</b>	<b>Security</b>	<b>Program</b>
<b>£ 616.46</b>	<b>£ 9,189.52</b>	<b>£ 3,727.43</b>	<b>£ 3,927.25</b>	<b>£ 3 3,161.50</b>	<b>£ 1,352.00</b>	<b>£ 1,191.71</b>

The total to date above being £23,165.87 (ex. VAT) subject to any outstanding invoices yet to be submitted.

**Committee is requested to consider the update report on the Queen's Platinum Jubilee weekend and note the financial position.**

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## **AGENDA ITEM 9: SUFFOLK DAY 2022**

At the Civic & Community Committee meeting in April, members considered the Council's involvement in Suffolk Day, reflecting on pre-pandemic events where tea and cake, provided by Councillors, were served to the public outside the Town Hall.

It was agreed that, rather than the traditional tea and cakes in the afternoon, the Suffolk Day flag raising should involve local schoolchildren, with members of the older community and other groups being invited to participate also.

Invitations have been sent out and all are invited to join the Mayor for the flag raising at 10m on the 21 June, followed by light refreshments by the fountain in the Town Hall Gardens after the flag raising ceremony, subject to weather.

In the evening St Elizabeth Hospice will be hosting their annual special remembrance event 'Suffolk Remembers' in the Seafront gardens. Candles will be displayed in the Seafront Gardens, by the Spa Pavilion from Tuesday 21 – Friday 24 June 2022.

**Committee is requested to note the arrangements for Suffolk Day.**

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## **AGENDA ITEM 10: FLAG FLYING ARRANGEMENTS**

Committee is requested to review the Council's arrangements for flag-flying at the Town Hall. From 2016, flag-raising at the Town Hall was to follow the Government issued calendar of designated days for the Union Flag in the first instance, with additional events considered separately as appropriate.

The Department for Digital, Culture, Media and Sport issued new guidance on 24 March 2021 which was to see the Union Flag flown on UK Government Buildings every day. The guidance asked that the Union Flag be flown all year round unless another flag is being flown - such as another national flag of the UK, a county flag, or other flags to mark civic pride. All Councils in England were contacted to raise awareness of the guidance and encourage local authorities to fly the Union Flag on their buildings. The policy therefore suggests that the Union Flag is the default position. The Union Flag can be flown alone or, if flown with other flags, should take precedence and fly in the superior position.

There are designated days when the Union Flag should be flown on UK government buildings by command of Her Majesty the Queen as per the guidance here: <https://www.gov.uk/guidance/designated-days-for-union-flag-flying>

These include:

- 6 February: Her Majesty's Accession
- 2<sup>nd</sup> Monday in March: Commonwealth Day
- 21 April: Birthday of Her Majesty The Queen
- 23 April: St George's Day (in England)
- 2 June: Coronation Day
- 2 June: Official celebration of Her Majesty's Birthday
- 2<sup>nd</sup> Sunday in November: Remembrance Day
- 14 November: Birthday of the Prince of Wales

In addition, the Town Council also flies civic pride flags as follows (dates for 2022):

- Commonwealth Day - Monday 13<sup>th</sup> March
- Suffolk Day – 21<sup>st</sup> June
- Armed Forces Day - Saturday 25<sup>th</sup> June
- NHS and Frontline Workers Day - 5<sup>th</sup> July
- Merchant Navy Day - 3<sup>rd</sup> September

Council may also wish to fly flags for other nationally supported events, for example:

- Pride Month - June (Progress Pride Flag)
- Emergency Services Day 9 September

**Committee is requested to review the Council's arrangements for flag-flying at the Town Hall.**

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## **AGENDA ITEM 11: TOWN TWINNING**

Prior to the pandemic, the Town Council regularly made and received civic visits with Felixstowe's twin-town Wesel, Germany. Transportation costs for the Town Council's civic party were met from the Council's twinning budget with accommodation and meals provided by the German hosts, and vice-versa for return visits.

In 2018, the Council approved a Twinning Policy (**Appendix B**) which set out the protocol and procedures for making and receiving civic visits with Wesel. At that time, Salzwedel were not in a position to continue making or receiving civic visits.

An invitation has been received from Salzwedel for a civic visit to their Hanseatic Festival, which is planned to take place from Friday 8 July 2022 to Sunday 10 July 2022. The Mayor of Felixstowe is invited to attend the official opening by Mayoress Sabine Blümel on Saturday 9 July in front of the "Mönchskirche" (Monk's church) followed by a small parade through the town centre.

A holding reply has been sent to Salzwedel with a request for further details in respect of the arrangements for hosting.

Later in July, Wesel Bürgermeisterin, Ulrike Westkamp, is expected to visit Felixstowe. Arrangements for the Mayor to receive Ms Westkamp are being discussed with the Felixstowe-Wesel Association, as well as the possibility of forthcoming exchange visits.

**Committee is requested to receive the report on Town Twinning and review the Council's Twinning Policy.**

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## **AGENDA ITEM 12: CCTV UPDATE**

As agreed at the last meeting a 1 year extension to the CCTV servicing and maintenance contract was been taken out to start from 1 July 2022 (*Minute #483 2021/22 refers*).

East Suffolk Council is currently in the process of writing the spec for the CCTV service into the LATCo. The next part of the work is a review by East Suffolk Council's ICT team on the system it currently uses and how it can be improved. By extending our contract by a year it fits better with East Suffolk's timescales.

The next step is to seek quotations from the company that currently manages East Suffolk Council's public CCTV which will give us an idea of the cost of cameras and also of any bolt on opportunities and the phases to get there.

The Police are currently advertising for more volunteers to be trained to monitor the equipment at Felixstowe so this will be very helpful in the interim.

**Committee is requested to note the CCTV update and consider any action it deems necessary.**

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