



FELIXSTOWE
TOWN COUNCIL

ANNUAL TOWN REPORT 2022/23

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Felixstowe
IP11 2AG

"A well-connected, thriving and friendly seaside town where people of all ages and backgrounds aspire to work, live and visit"



Felixstowe Town Council



@felixstowetc



@felixstowetc



MESSAGE FROM THE MAYOR

Welcome to the Annual Town Report for Felixstowe Town Council for the 2022/23 Municipal Year.



I am pleased to present the Annual Town Report for 2022-23, which provides an overview of the accomplishments and dedicated efforts of Felixstowe Town Council over the past 12 months.

It has been a tremendous honour to be the Mayor of Felixstowe and Chairman of the Town Council during a year of extraordinary events and unprecedented challenges. It is a privilege too, to reflect on our progress and the remarkable experiences we have shared in service to our community. This year's report stands as a testament to the collective accomplishments of Felixstowe Town Council and demonstrates the unwavering commitment, passion, and dedication of your local council, its Members, staff, and valued community partners.

Whilst this Report outlines our achievements and provides an overview of the Council's finances, we also acknowledge our deep sadness at the loss of Graham Newman during this year. A longstanding Suffolk County Councillor, devoted Town Councillor and previous Mayor of Felixstowe, Graham's invaluable knowledge, devotion, and service to the community of Felixstowe were truly exemplary. His loss is deeply felt by all, and we pay tribute to his years of service.

Additionally, we recognize the passing of Her Majesty Queen Elizabeth II, an event of profound global significance. During this poignant time in the nation's history, I was incredibly proud to represent the Town Council as we came together as a community to mourn and pay tribute to an incomparable monarch.

I would also like to express my sincere gratitude to the Deputy Mayor, Mick Richardson, my fellow Councillors, and the dedicated staff at Felixstowe Town Council for all their support during my Mayoral Year.

Finally, I extend my heartfelt appreciation to every individual who has contributed to Felixstowe's ongoing success, including the numerous community groups, organizations, businesses, volunteers, and the residents of our town. Your support, and commitment to Felixstowe have been heart-warming. It is only through these collaborative efforts that we will continue to shape a brighter future for Felixstowe.

Best wishes,

Cllr Sharon Harkin
Mayor of Felixstowe 2022-23



FELIXSTOWE
TOWN COUNCIL

Councillors 2019-2023

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Margaret Morris
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Kimberley Williams
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Key

* Councillor is also a Member of East Suffolk Council

** Councillor is also a Member of Suffolk County Council

Member of Parliament for Suffolk Coastal:

Dr Therese Coffey MP
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**LOCAL COUNCIL
AWARD SCHEME
QUALITY GOLD**

The Council for the 2019-23 term comprised 16 Members representing four wards as above. Please see our website and the town magazine for details of all the Councillors elected following the May 2023 elections.

Council delegates some of its functions to the following Committees:

Finance & Governance Committee

Considers and monitors the finances and governance of the Council.

Assets & Services Committee

Oversees the provision of our assets and services such as our halls, allotments and cemetery.

Civic & Community Committee

Considers our civic functions, community engagement, partnership working and grants.

Planning & Environment Committee

Makes recommendations to East Suffolk Council, Suffolk County Council and other authorities on planning applications, proposals and policies affecting local development.

Members of the public are very welcome to our Council and Committee meetings, which are usually held at the Town Hall, with provision to join online. 15 minutes is set aside for public participation, during which time members of the public can speak or ask a question. Details on when meeting takes place, the matters for consideration and records of decisions made are all available on our website www.felixstowe.gov.uk

CLIMATE EMERGENCY

Council considers biodiversity and environmental impact at the core of its decision-making. Since Council declared a Climate Emergency in July 2019, a dedicated Climate Emergency Working Group has regularly met to review processes, services, products and actions and to raise awareness locally.

During 2022/23 a successful Climate Action Forum took place involving key stakeholders including the Port of Felixstowe, Chamber of Commerce and Felixstowe Community Nature Reserve to name but a few. The Town Council is keen to further expand this group to involve a broad stakeholder group from across the town, including the Landguard Nature Reserve, local developers and other local organisations.

ACTION WE'VE TAKEN SO FAR:

Council had Energy Performance Certificates and Display Energy Certificates carried out in 2020 and have used these as a baseline for improvement, alongside regularly calculating its carbon footprint.

- Introduced Single use Plastic Policy
- Cycle to Work Scheme
- Car sharing and holding more meetings online.
- 'No Idling' campaign with local schools
- Re-wilding in Langley Avenue
- Encouraging wildlife at the Cemetery
- Reducing use of herbicides or pesticides
- Separating and recycling waste
- Upgrading all lights at end-of-life with LED
- Insulated to 270mm in uninsulated areas
- Replacing all garden tools with rechargeable battery powered tools
- Switched to 100% renewable energy suppliers
- New electric van delivered August 2022

- Over 70 trees planted as part of the Queen's Jubilee
- Grey water used for watering Felixstowe in Flower baskets - with thanks to Felixstowe Ferry Golf Club
- Refurbishment of Town Hall windows using highly efficient innovative glass with a very low thermal transmittance of 0.7 w/m2.k.



PLANS FOR THE FUTURE

The Climate Emergency Working Group will be working closely with the Felixstowe Youth Forum, involving high school students in its Climate Action Forum.

Council continues to work closely with community groups to support environmental projects, and is looking to support more carbon-reducing schemes, such as a Repair Café and a 'Library of Things', and to help the Allotment Association FAA become a 'Champion' for composting.

The Council is particularly keen to hear from any organisations seeking funding to assist with local environmental projects.

FINANCE & GOVERNANCE COMMITTEE

CHAIRMAN 2022/23: CLLR MICK RICHARDSON

AUDIT AND ACCOUNTS

The 2022/23 Audit will be carried out by PKF Littlejohn LLP in July 2023, and the audited accounts for 2022/23 will be available from September 2023. Finance and Governance Committee receives six-monthly Internal Audit reports, in 2022/23, the Internal Auditor found Council's procedures to be all in order and made some helpful recommendations.

BUSINESS PLAN

The Business Plan for 2020-2024 was approved by Council on 11th March 2020 and is available to view online at www.felixstowe.gov.uk/council-documents

BUDGET AND PRECEPT

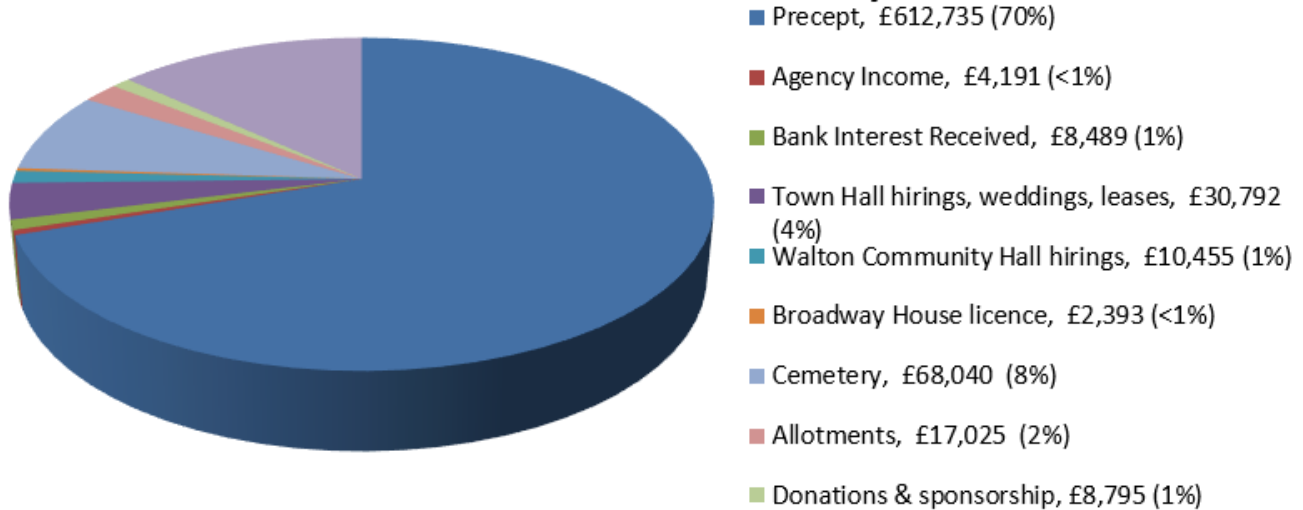
At the end of the financial year, the income outturn for 2022/23 exceeded budget estimates at 115.5%, primarily due to CIL payments (Community Infrastructure Levy) and expenditure stood at 93% of budget. Inflation, the cost-of-living crisis, the war in Ukraine and the energy continued to impact on income and expenditure throughout the 2022-23 financial year. However, with effective management of budget and reserves, the Town Council elected to freeze its portion of the council tax (the 'precept') once again for the forthcoming 2023/24 financial year, unanimously voting for a 0% increase. This means that annual Band D equivalent cost will remain at £70.87, representing just under 4% of the total council tax bill. The other 96% of which is split between Suffolk County Council, East Suffolk Council and Suffolk Constabulary.

Council also holds ring-fenced funds for future projects and contingencies, known as 'Earmarked Reserves', and these are reviewed at least once annually to ensure appropriate provisions are in place.

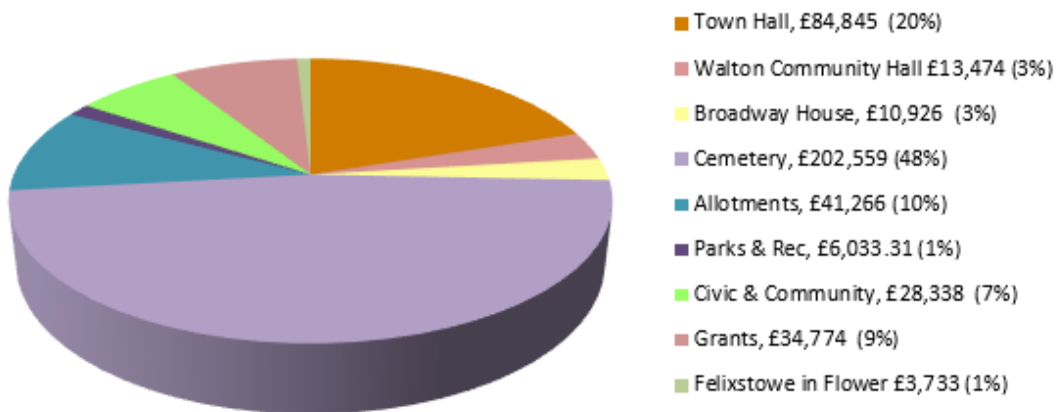
Summary of Council's Balances, income and expenditure:

	2021/22 Actual	2022/23 Actual	2023/24 Budget (Est.)
Balance at 1 April	£1,130,155	£1,232,785	£1,261,161
(of which Earmarked Reserves)	(£680,219)	(£795,445)	(£786,209)
Total Income	£873,020	£891,970	£789,262
Total Expenditure	£770,391	£863,594	£818,314
Closing Balance at 31 March	£1,232,785	£1,261,161	£1,232,109
(of which Earmarked Reserves)	(£795,445)	(£786,209)	(£750,389)

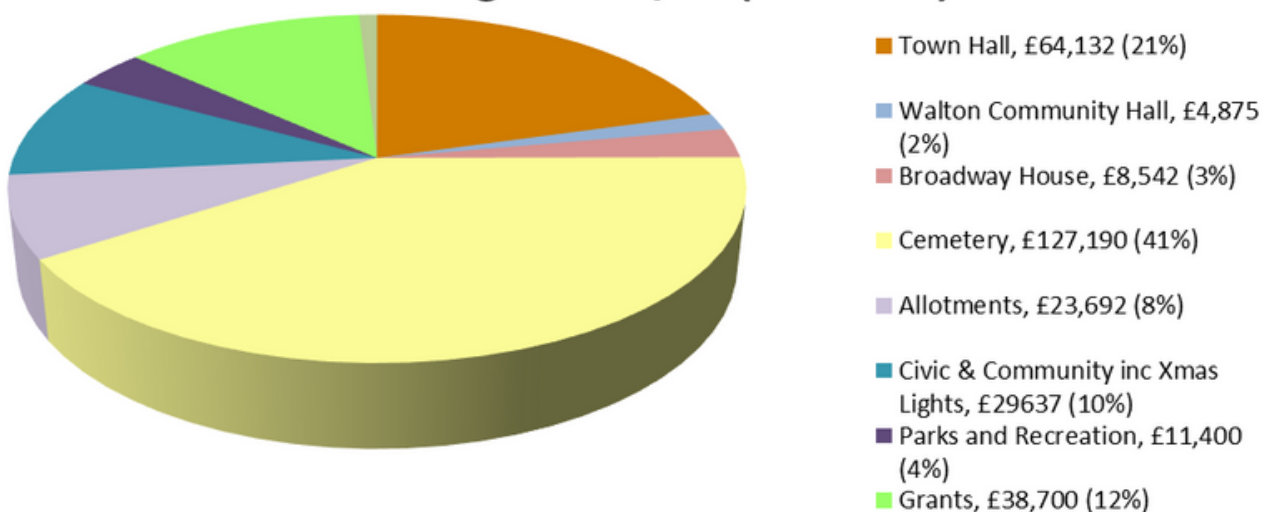
Sources of Income 2022/23



Net Expenditure 2022/23



Net Budget 2023/24 (Estimate)



RECOVERING FROM THE COVID-19 PANDEMIC, THE COST-OF-LIVING CRISIS AND BUDGET ESTIMATES

The coronavirus pandemic affected Council's income and expenditure throughout 2020-21, and this continued into the first half of 2021-22. Council's Finance & Governance Committee closely monitored and reviewed the financial position regularly throughout. The loss of income which would have otherwise been received from the room hire, weddings, rent and hall bookings was somewhat offset by reduced utility and service costs and the cancellation of most Council events. 2022-23 saw hirings and income returning to pre-pandemic incomes.

In calculating budget estimates for 2023-24 Council took a cautiously optimistic approach, being aware of increased costs due to the pandemic, the war in Ukraine and the cost of living crisis. Due to careful budgeting in recent years, the Council's reserves are able to offer some protection against unforeseen variables.

GENERAL POWER OF COMPETENCE

The "General Power of Competence" was included in the Localism Act 2011 (Part 1, Chapter 1, ss 1-8). This power was brought into force by SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 in April 2012. The power enables eligible councils to have "the power to do anything that individuals generally may do" as long as they are not prevented from doing so by other laws. The Town Council continues to meet the criteria for eligibility and adopted the use of the General Power of Competence at its Annual Council Meeting on 15th May 2019.

RESERVES

Council has both General Reserves and Earmarked Reserves. The Finance & Governance Committee created a Reserves Policy to cover the years 2021-23.

General Reserves ensure that there are adequate funds to meet the needs of Council's day-to-day operations and to ensure financial security (normally between three to nine months of operational requirements).

Earmarked Reserves are put aside for specified projects or for unexpected repairs which are not covered in the annual budget. The Policy explains Council's policy on Reserves and clarifies the difference between ring-fenced and standard earmarked reserves.

SCRIBE ACCOUNTING SOFTWARE

On 1st April 2021, Council changed its finance package to new software which could be accessed online. Staff have found the system easy to use, to the extent that, in October, the Finance & Governance Committee agreed to also move the Cemetery software package to the same system. The new digital system helps to manage the Cemetery records. It is not only user friendly but now provides a seamless link between our Cemetery applications and our accounts/invoicing. Council was proud to receive the 'Top Contributor' award at the Scribifest conference, attended by over 300 town and parish councils, for its contribution in helping to develop the software for larger town councils.

CHRISTMAS

Funding was awarded to the Felixstowe BID (Business Improvement District) for the second year running towards the provision of a Christmas Ice Rink, which was welcomed back to Felixstowe having been unable to take place during the pandemic.

The Council continued to support the Lions Club with annual funding of £6,750 towards the provision of the Town Centre's Christmas lights.



IT SYSTEMS, TELEPHONES AND DIGITAL INFRASTRUCTURE

The Finance & Governance Committee oversaw a wide-ranging upgrade of IT during the pandemic and improvements to digital conferencing services at the Town Hall. This equipment enables remote participation at meetings by members of the public and other attendees, improving the accessibility of public meetings. The move to cloud-based file servers, mobile computing hardware and a software-based telephone system has transformed the way in which Council staff are able to work – now fully connected whether from home, at the Town Hall or at other sites.

The equipment is used for many Working Groups and other types of meeting which reduces the reliance on cars to attend meetings and, in turn, contributes towards our environmental aims.

ASSETS & SERVICES COMMITTEE

CHAIRMAN 2022/23: CLLR NICK BARBER

COMMUNITY PUBLIC ACCESS DEFIBRILATORS

There are 12 public access defibrillators across the town, 5 of which are owned and maintained by Felixstowe Town Council and checked on a regular basis.

LANGLEY AVENUE PLAYING FIELDS

Discussions continue to be held with Felixstowe School and Suffolk County Council on the possibility of taking over responsibility of this land opposite the Cemetery to provide increased community sports use of this site and ensure it remains in public ownership. With support from the Town Council, the football pitches were brought back in to use, having been left fallow throughout the pandemic, and Felixstowe & Walton Utd. FC Junior teams were back playing on the site from the start of the 2022/23 season.

BROADWAY HOUSE

Council leases Broadway House, Orwell Road, to the Felixstowe Old People's Welfare Association (FOPWA) which continues to provide a highly popular drop-in service.

LEASES AND LICENCES

The Council licences serviced offices at the Town Hall for the Suffolk County Council Registrar team, the East Suffolk Council's Beach Huts and Chalet Administrator and other East Suffolk Council staff in a 'hot desk' office to support the provision of these services locally. Although the staff from these organisations now do 'hybrid' working and some work from home regularly, the licences were renewed for 2022/23.

HALL HIRE AND WEDDINGS

Both the Town Hall and Walton Community Hall remain competitively priced venues for hire and benefitted from redecoration during the pandemic. Regular hirers have now all returned, and many new classes are taking place at Walton Community Hall. With a pause for most weddings while scaffolding was erected in Winter 2023 the Town Hall remains a popular venue for local weddings.



IMPROVING ENERGY EFFICIENCY

Following the Council's Climate Emergency Declaration made in July 2019, EPCs (Energy Performance Certificates) were obtained for all Council building and a DEC (Display Energy Certificate) produced for the Town Hall. Guided by these documents, Committee began work to reduce the carbon footprint of our buildings, which has included increasing loft insulation and the refurbishment and fitting of a highly insulated glass with a u-value of the lowest thermal transmittance of 0.7 w/m².k. The glass was chosen to offer optimal insulation properties, whilst respecting the heritage and outer appearance of Felixstowe's historic Town Hall, which is located in a conservation area.

Council's energy suppliers use 100% renewable energy and a 3 year fixed contract was taken out in Summer 2022. A LED light replacement programme continues replacing all faulty lights with LEDs.

COUNCIL GOES ELECTRIC

Committee oversaw the migration from petrol to electric tools and the lease of an electric van to support Council in its aims to reduce its carbon footprint.

The electric van was delivered in August 2022 and has completed over 2,000 carbon-reducing miles since.

FLOOD MEMORIAL REFURBISHMENT

The flood memorial was renovated for the 70th anniversary of the North Sea Floods on 31st January 2023. The bricks and stones were cleaned, the old brass plaques were replaced with laser-engraved stainless steel plaques, a new wooden wave sculpture was installed, and a handmade oak bench installed to replace the old bench that had rotted.

The Council's grounds team completed all these works in-house and the Flood Memorial was central to several of the events that marked the special anniversary year.



ALLOTMENTS

The Town Council manages five main allotment sites and a micro-plot site within one of our main sites offering new 'Alittlements' as starter plots. This new scheme has been very successful since its launch. As of March 2023, 17 of the 20 Alittlements are occupied by tenants. Furthermore, three of the tenants who took on an Alittlement have already moved on to larger plots. Given the success of the Alittlements, plans are already underway to add more on an adjacent vacant plot.

We have purchased new inspection software which runs alongside our current Allotment management package. The new software has proven to be a valuable addition, enabling inspections to be conducted more efficiently and with greater accuracy.

In addition to the implementation of new inspection software, the Allotment Tenancy Agreement has been reviewed with the aim of bringing greater clarity to the Allotment Regulations. This review was conducted with the goal of ensuring that all tenants are able to get the most out of their allotment. The revised agreement clearly outlines the regulations, expectations, and responsibilities of tenants, as well as the consequences of not adhering to these regulations. This has been done in an effort to create a fair and transparent system that benefits all tenants.

Felixstowe Town Council supported Felixstowe Allotment Association's participation in the National Open Garden Scheme, where they opened up Cowpasture to visitors for the day during the summer. This scheme allows people to visit gardens across the UK, with proceeds from the visits going to various charities. On the same day, the Felixstowe Allotment Association invited the Mayor and Deputy Mayor to officially open their newly refurbished community shed on Cowpasture. The shed serves as a hub for the community of gardeners who are passionate about the work they do on the allotment site and was funded in conjunction with the Town Council.

The meadow adjacent to Cowpasture allotment site was planted with saplings from the Woodland Trust as part of the Queen's Green Canopy initiative. A bench made from leftover timber from the flood memorial renovation was also installed, providing a place to sit and enjoy the trees.



CEMETERY

The Felixstowe Town Council's grounds team has been actively working towards enhancing the local environment and promoting biodiversity. The team has successfully completed several projects and has many more planned for the upcoming year. These initiatives demonstrate the council's commitment to reducing its carbon footprint and improving the quality of life for the local community.

In partnership with the Felixstowe BID, the Council installed silver birches through Hamilton Road in large wooden planters as part of the Queen's Green Canopy. This initiative aims to increase tree planting across the UK, making a meaningful contribution towards the fight against climate change. Tubs throughout the town centre have been planted with perennials that are beneficial for pollinating insects. This initiative supports the Council's commitment to enhancing the local environment and promoting biodiversity.

As part of the tree planting carried out by the Grounds Team, felled trees have been replaced with saplings and along Langley Avenue a hedge made up of twisted Hazel and Dogwood has started to be planted, the hedge is expected to be multiyear project.

A large silver birch tree had to be cut down by the staff due to rot, leaving behind a tall stump similar to the others left by the tree contractor. One of our grounds team shaped a mushroom from the stump, it was such a success that a further three mushrooms have been created.

In early spring the grounds team had a 'masterclass' in rose care at the Cemetery from a member of the Rose Society. Roses in the Memorial Garden and elsewhere in the Cemetery have been pruned correctly and fertilized to maintain their health and beauty.

Bat boxes have been fixed to the buildings at Felixstowe Cemetery - an underestimated haven for local wildlife - by the Felixstowe Town Council grounds team. The boxes were crafted by a member of the Felixstowe Men's Shed and made from scrap wood, without the use of any nails or toxic chemicals, the bat boxes will provide a safe resting place for some of Felixstowe's winged residents.



CIVIC & COMMUNITY COMMITTEE

CHAIRMAN 2022/23: CLLR STEVE WILES

COUNCIL COMMUNICATIONS AND MEETINGS

The Council engages directly with its residents, via its website www.felixstowe.gov.uk, tweeting from its @FelixstoweTC Twitter account and posting on its Facebook page facebook.com/FelixstoweTownCouncil. Information is regularly published about its activities, events, meetings and agendas. A quarterly seasonal magazine is delivered to all households in Felixstowe, giving a broader platform for community and council news as well as seasonal highlights throughout the year.

Details of all Town Council Meetings and forthcoming events are also displayed on the noticeboard outside the Town Hall. Members of the public and press are welcome and regularly attend our Council and Committee meetings and a public session is held at the beginning of each meeting. During the pandemic all meetings were held online via a link on the agenda and members of the public remarked on how easy it was to now attend in this way. Since then the online facility has been kept for members of the public, which provides them the option of attending in person at the Town Hall or viewing and participating in the public session online.



GRANTS 2022/23

Felixstowe Town Council is committed to supporting and strengthening the many networks and community groups that help to make a positive difference to Felixstowe. Through its Annual and Occasional Grants scheme, the Town Council was able to support 29 local organisations and projects during 2022/23 with a total of £ 45,774. via its Occasional and Annual Grants scheme and through its community partnerships.

Felixstowe Book Festival, Landugard Nature Reserve SA Summer Holiday Club, Manna Pop up shop are just a few of the organisations we were able to help this year:

Closing dates for Grant applications in 2023 are on 31 May and 30 November. Details on how to apply can be found on our website www.felixstowe.gov.uk/council-services/grants.



QUEEN'S PLATINUM JUBILEE

The Town Council worked in partnership with the Felixstowe Carnival Association and East Suffolk Council to put on a variety of events over the Queen's Platinum Jubilee four-day bank holiday weekend 2 – 5 June 2022.

QUEEN'S GREEN CANOPY

As part of the Platinum Jubilee celebrations, in partnership with the Felixstowe BID, the Council installed silver birches through Hamilton Road in large wooden planters as part of the Queen's Green Canopy. This initiative aims to increase tree planting across the UK, making a meaningful contribution towards the fight against climate change. Tubs throughout the town centre have been planted with perennials that are beneficial for pollinating insects. This initiative supports the Council's commitment to enhancing the local environment and promoting biodiversity.

To supplement the tree planting carried out by the Grounds Team, felled trees have been replaced with saplings and along Langley Avenue a hedge made up of twisted hazel and dogwood has started to be planted, as part of a multiyear project.



CIVIC AWARDS 2023

The Mayor presented the Civic Awards in May at the Annual Town Meeting, which also provides an opportunity for local electors to raise topics, ask questions and browse stalls hosted by local community groups.

Alongside the 5 Mayor's Awards, the Community Award and the HMS Ganges Youth Trophy, a number of additional community volunteers were recognised with a special Coronation Certificate. Read about all our winners on our website www.felixstowe.gov.uk/civic-awards



FELIXSTOWE IN FLOWER

Council's Felixstowe in Flower initiative has contributed towards civic pride in the town since 1985.

Planning for Felixstowe in Flower 2023 commenced during the spring and the launch will take place on Saturday 3rd June from 10 – 12 noon at the Triangle. If you or your organisation would like to sponsor a basket or planter - or would like to enter one of our competitions - please contact the Town Hall. There are two new categories this year: 'Best Creative Arrangement' so that shop windows and other, potentially non-horticultural, entries can be made; and a special 'Coronation theme' category.

The Town Council is grateful to the Felixstowe Ferry Golf Club for providing grey-water (water not from the public mains) for the flower baskets and tubs.

SUSTAINABLE BEDDING

With an aim to become more sustainable, the wooden planters in the town have been planted with perennial bedding plants. The flower beds at the Triangle and on the seafront have also been planted in this way, with vibrant plants which will become well-established over the long-term.



BLUE FLAG

The Town Council was delighted that Felixstowe was recognised for hosting one of the country's best beaches, being awarded a Blue Flag and Seaside award for the Felixstowe South and Pier beach by the environmental charity Keep Britain Tidy. In order to receive the Blue Flag award beaches must comply with several criteria covering environmental education and information, water quality, environmental management, safety, and services. It was a great team effort to achieve these awards and thanks must also go to Visit Felixstowe and East Suffolk Council as well as the army of volunteer litter-pickers who play a huge part in keeping the beach clean. The Seaside Award recognises and rewards beaches in England that achieve the highest standards of beach management and, in the case of bathing beaches, meet the required standards for water quality. Felixstowe consistently meets the criteria for 'excellent' international bathing water quality standards and, until January 2022, was the only beach in Suffolk to meet this exacting standard.



REMEMBRANCE

The Council and the Felixstowe Branch of the Royal British Legion supported several commemorative events in the town in 2022.

Leading up to Amistice Day, Friday 11 November, in partnership with Felixstowe Remembers and local businesses, poppies were displayed throughout the town and signs erected in 66 roads to recognise the 212 residents lost because of war. The crowds returned for Remembrance Sunday.



FLAG FLYING

A variety of flags have been raised throughout the year on the flagpole outside the Town Hall, including the Suffolk Day Flag on 21 June, the Armed Forces flag for Armed Forces Week, the Red Ensign Flag on Merchant Navy Day 3 September 2022 and the Commonwealth Day flag on 8 March. A touching service was held for Ukraine on the anniversary of the Russian invasion and the Ukrainian flag was flying once again at the Town Hall. The Blue Flag and Union Jack have also been flown throughout the year.

CCTV REVIEW

The Town Council, together with East Suffolk Council and the Suffolk Constabulary, has started to review the town's CCTV provision with a view to upgrading the quality and improving the coverage.

SEAFRONT LIGHTING

Alongside the requirements for CCTV, committee has also been approached by East Suffolk Council to become involved in a project to consider replacement seafront lighting as the current festoon lighting is reaching the end of its serviceable life in the next few years. Committee agreed that this was a great opportunity to support something spectacular, energy efficient and resilient for the seafront.



PLANNING & ENVIRONMENT COMMITTEE

CHAIRMAN 2022/23: CLLR STUART BIRD

PLANNING APPLICATIONS

During 2022/23 the Planning & Environment Committee considered a total of 189 local planning applications. Committee was pleased to note that 95.7% of the time (133 of 139 reported decisions) East Suffolk Council has concurred with the Town Council's recommendations. Of those cases where there was contrasting view, a referral panel at East Suffolk Council reviewed the Town Council's recommendations before deciding whether to refer the application to the District Council's Planning Committee for determination. Of the 189 planning applications for the year 2022/23, 4 plans were refused by both East Suffolk Council and Felixstowe Town Council, 3 refused by East Suffolk Council but recommended for approval by Felixstowe Town Council and 3 East Suffolk Council approved despite Felixstowe Town Council having recommended refusal. 13 applications were withdrawn and 37 are still awaiting a decision at this time.

CYCLING AND WALKING CONSULTATION

The Council worked in collaboration with both Trimley Parish councils and East Suffolk Council on the East Suffolk Cycling and Walking Strategy adopted on 4 October 2022. Together, the councils submitted many recommendations designed to improve access to safe and convenient routes for walking and cycling.

COMMUNITY INFRASTRUCTURE LEVY (CIL)

Council received CIL payments from East Suffolk Council totaling £116,511.36 in 2022/23. These funds are held in a separate Earmarked Reserve and are ringfenced to support appropriate projects within a five-year timescale allowed by legislation. Consultation has taken place to identify suitable projects and an infrastructure plan is being progressed to prioritise these in advance of delivery. During the year, £10,000 from CIL received during the period 2019-20 has been granted to support the establishment of a new facility for the Lions Club to enable continuation of the provision of Christmas lights throughout the town.



PERSONNEL COMMITTEE

CHAIRMAN 2022/23: CLLR SHARON HARKIN

Committee regularly reviews the Staff Handbook and associated staffing policies. Following a recommendation from the Personnel Committee, Council adopted a Real Living Wage Policy in 2019 and is committed to pay all its staff in accordance with the independently calculated Real Living Wage as a minimum. www.livingwage.org.uk.

2021 saw the recruitment of two apprenticeship posts, which on completion in early 2023/24, will continue as permanent posts. It has also been agreed that another Level 2 Horticultural Apprenticeship will be shortly recruited to the Grounds team. The educational apprenticeship schemes are being delivered under the direction of Suffolk College.

YOUTH FORUM

Felixstowe Town Council's Youth Forum is a multi-representative group of young people nominated by school councils and youth projects in Felixstowe. The Forum meets regularly with local Councillors and other local stakeholders at the Town Hall and meetings are chaired by the young people themselves on rotation basis. Debate is encouraged to enable a young person's perspective to be placed on issues which they themselves bring up and which are fed back to the local schools.

A focus on the environment continues to be appropriately prevalent and this theme has been given to the Youth Forum to support shared learning about environmental projects in schools and as a way to generate new ideas. At the most recent meeting, members heard from Colneis Junior School about the work they had been doing recently with Fairfield Infant School to promote protection of the trees on Brackenbury Cliffs. The Forum also received a presentation from the Environment Agency on the 70th Anniversary of the Felixstowe Floods.

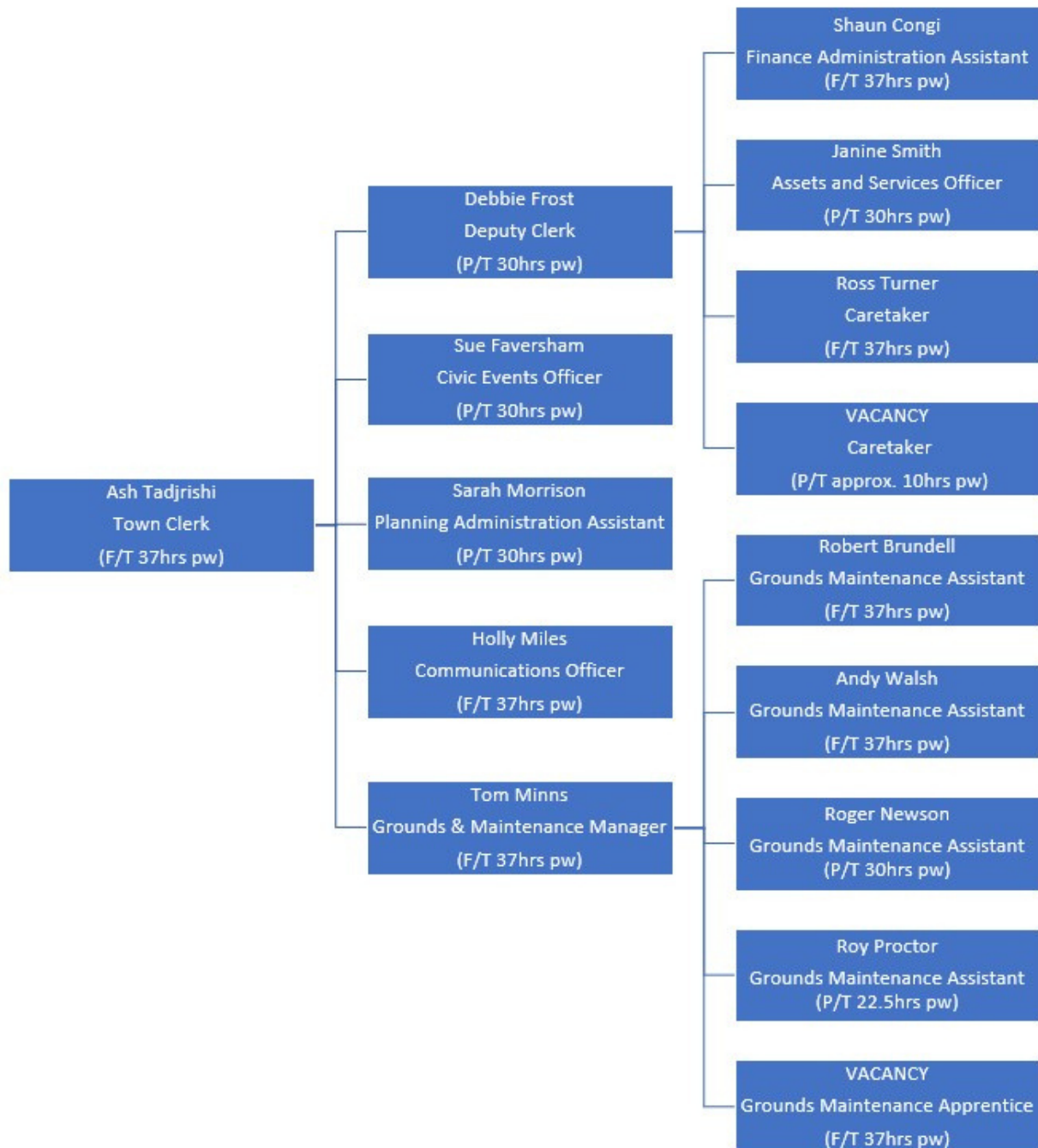
Schools across the town designed special badges for the Queen's Platinum Jubilee celebrations.





FELIXSTOWE TOWN COUNCIL

STAFF STRUCTURE





For more information and resources, please visit our website at **www.felixstowe.gov.uk** which provides details of all our services and facilities, information about Town Councillors, Council committees, meetings, agendas, minutes, policies, contact information and Council news.

Alternatively, please contact us:

Felixstowe Town Council

Town Hall

Felixstowe

IP11 2AG

Tel: 01394 282086

Email: enquiries@felixstowe.gov.uk