



Cllr A Folley declared an Other Registerable Interest in the annual grant applications (*Minute # 174*) Felixstowe-Wesel Association.

Cllr M Morris declared an Other Registerable Interest in the annual grant applications (*Minute # 174*) Fairtrade Forum.

Councillors above for whom matters for consideration were directly related to their Other Registerable Interests advised that they would leave the meeting prior to any debate and decision on this item.

Members were advised that, should any matters arise in the meeting that directly relate to any of their interests, they should make appropriate declarations at that time.

**172. CONFIRMATION OF MINUTES**

It was **RESOLVED** that the Minutes of the Civic & Community Committee meeting held on 12 June 2024 be confirmed as a true record.

**173. CIVIC & COMMUNITY BUDGET REPORT**

The Committee considered a summary and detailed report showing income and expenditure against budget to 31 August 2024.

**RESOLVED** that the Budget Report to 31 August 2024 be received and noted as presented with no other action required at this time.

**174. ANNUAL GRANTS, COMMUNITY FUND PROJETS & PARTNERSHIPS**

Members discussed a

**Those Councillors having declared Other-Registerable Interests, absented themselves from discussion and voting on those items declared above in Minute #171.**

**It was RESOLVED that the following provision of annual grants be made as part of the recommendations for the 2025/26 budget:**

**i. As Annual Grants:**

|  |               |
|--|---------------|
| <b>Art on the Prom</b>                             | <b>£3,000</b> |
| <b>Citizen's Advice</b>                            | <b>£3,000</b> |
| <b>FACTS</b>                                       | <b>£2,500</b> |
| <b>Fairtrade Forum</b>                             | <b>£42</b>    |
| <b>Felixstowe Book Festival</b>                    | <b>£2,000</b> |
| <b>Felixstowe Carnival</b>                         | <b>£5,000</b> |
| <b>Felixstowe Council for Sport and Recreation</b> | <b>£300</b>   |
| <b>Felixstowe Coast Patrol</b>                     | <b>£2,000</b> |
| <b>Landguard Fort</b>                              | <b>£1,000</b> |

|                                |                |
|--------------------------------|----------------|
| Royal British Legion           | £250           |
| Salzwedel Twinning Association | £200           |
| WAMFest                        | £2,500         |
| Wesel Twinning Assoc.          | £200           |
| <b>Total</b>                   | <b>£21,992</b> |

ii. **Community Fund Projects:**

|  |                |
|--|----------------|
| Level Two                                  | £10,000        |
| Harwich Harbour Ferry Services Partnership | £1,000         |
| <b>Total</b>                               | <b>£11,000</b> |

iii. £8,000 towards the provision of the 2025 Christmas lights be included as part of the recommendations for the 2025/26 budget; and,

iv. all recipients be asked to display the Felixstowe Town Council promotional material to promote grants.

**175. REMEMBRANCE**

Members noted the report on Remembrance and the arrangements for forthcoming events to commemorate Remembrance.

**RESOLVED that the update report on Remembrance be noted.**

**176. CHRISTMAS LIGHTS AND EVENTS 2024**

Members noted the report on the Christmas Lights and events for 2024.

**RESOLVED that the update report on Christmas Lights and events for 2024 be noted.**

**177. CIVIC CHRISTMAS CAROL SERVICE AND MAYOR'S CHARITY EVENTS**

Members noted the report on the Civic Christmas Carol Service and Mayor's Charity Events.

**RESOLVED that the update report on Civic Christmas Carol Service and Mayor's Charity Events be noted.**

**178. FELIXSTOWE IN FLOWER**

The Civic Events Officer presented a report on this year's Felixstowe in Flower event. Members discussed the opportunity to increase both the level and uptake of sponsorship for the floral baskets and the Felixstowe in Flower Awards, particularly in light of next year's 40<sup>th</sup> Anniversary.

Members agreed that, in preparation for the 40<sup>th</sup> Anniversary of Felixstowe in

Flower, a Working Group should be established to consider arrangements for the event in 2025. The Working Group will explore options for increasing sponsorship and ensuring the continued success of the event.

**It was RESOLVED that the Felixstowe in Flower report be noted; and, that a Working Group comprising Councillor Franklin, Councillor Folley, Councillor Harkin, and the Civic Events Officer be formed to consider arrangements for Felixstowe in Flower 2025 and report back to the Committee with any recommendations in due course.**

#### **179. TWINNING: WESEL 50 / SALZWEDEL 30**

Members noted the report on Town Twinning and received an update from the Town Clerk regarding the forthcoming civic visit to Wesel to commemorate the 50<sup>th</sup> anniversary of the twinning between Felixstowe and Wesel.

The Civic Events Officer presented to the Committee a painting of Felixstowe Town Hall, created by a local artist. This painting will serve as the Town Council's gift to Wesel, in commemoration of the 50<sup>th</sup> anniversary of the twinning.

**RESOLVED that the report on Twinning be noted.**

#### **180. FLAG FLYING ARRANGEMENTS**

Members reviewed the Council's Flag Flying policy members reviewed the Council's current flag-flying arrangements at the Town Hall to address the growing number of ad-hoc requests and reduce uncertainty.

Following a wide-ranging discussion, the Clerk was asked to draft a clear policy for future flag-flying events to provide a consistent framework for the Council to handle flag requests while maintaining the significance of key civic, national and local occasions.

**It was RESOLVED that the Town Clerk would draft a clear policy for future flag-flying events for review at the next meeting.**

#### **181. CCTV UPDATE**

Members noted the report on CCTV. Cllr Candy provided insights into East Suffolk Council's (ESC) CCTV monitoring upgrade programme.

It was noted that the police had recently gained a couple of new volunteers to assist with monitoring the existing CCTV system. However, the upgrading of the CCTV infrastructure is currently on hold until ESC finalises its own CCTV programme and determines when the system can be integrated with the Lowestoft network. Until then, the current CCTV arrangements will need to continue.

**RESOLVED that the CCTV update report be noted.**

## 182. CHARITIES' SUMMIT

The Committee reviewed the proposal for a Charities Summit to enhance collaboration among local charities and community groups, scheduled for February 2025 at Felixstowe School.

Members agreed that the initiative is beneficial and suggested liaising with local VCFSE (voluntary, charity, faith, social enterprise) groups and Community Action Suffolk to determine the most effective format and agenda. Additionally, it was recommended to change the title from "Charities Summit" to "Community Summit" to include all not-for-profit organisations.

**It was RESOLVED that the proposal be supported and to recommend to Council that a budget of up to £3,000 from the Community Fund Earmarked Reserve be approved for this purpose.**

## 183. CLOSURE

The meeting was closed at 9.33pm. It was noted that the next meeting was scheduled to take place on Wednesday 11 October 2024 at 7.30pm.

---

Date: \_\_\_\_\_

Chairman: \_\_\_\_\_