

**MINUTES of a CIVIC & COMMUNITY COMMITTEE MEETING held at TOWN HALL, Felixstowe, on Wednesday 11 December 2024 at 7.30pm**

**PRESENT:** Cllr M Sharman (Chairman)  
 Cllr C Franklin (Vice Chairman)  
 Cllr D Aitchison  
 Cllr N Barber  
 Cllr S Bennett  
 Cllr J Candy  
 Cllr A Folley  
 Cllr S Harkin  
 Cllr M Morris

**OFFICERS:** Mr A Tadjrishi (Town Clerk)  
 Mrs D Frost (Deputy Town Clerk)  
 Ms H Miles (Communications Officer)

**IN ATTENDANCE:** 5 members of the public (in person)  
 1 member of the public (via Zoom)

**318. PUBLIC QUESTION TIME**

Committee heard from members of the public in attendance, representing the Palestine Solidarity Campaign (Ipswich and South Suffolk Branch). The group were requesting the Council to raise the Palestinian flag in support of the plight of the people of Gaza and in remembrance of the thousands of children killed in the past year.

**Committee agreed for item 7 – Flag flying Arrangements to be brought forward to item 5.**

**319. APOLOGIES FOR ABSENCE**

None.

**320. DECLARATIONS OF INTEREST**

The following Other Registerable Interests, to which no matters on the agenda were directly related, were noted:

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr A Folley Cllr S Bennett	All	Disclosable Pecuniary Interest and Other registerable interest (as Members of Suffolk County Council)
Cllr S Bennett	All	Disclosable Pecuniary Interest and Other registerable interest (as Members of Suffolk County Council)
Cllr S Harkin	All	Disclosable Pecuniary Interest and Other registerable interest (as an employee of East Suffolk Council)

Cllr J Candy	322	Other registerable interest as Member of a Palestine support group
Cllr D Aitchison	324	Other registerable interest as Chair of Governors (Felixstowe School)
Cllr A Folley	324	Other registerable interest as friend of applicant for I-Woman CIC
Cllr S Harkin	330	Other registerable interest as Chair of Felixstowe Museum (VE day)

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.

### **321. CONFIRMATION OF MINUTES**

**It was RESOLVED that the Minutes of the Civic & Community Committee meeting held on 9 October 2024 be confirmed as a true record.**

### **322. FLAG FLYING ARRANGEMENTS**

Members reviewed the Council's Flag Flying Policy, drafted following the previous meeting.

Members recognised the precedence set by the Council for receiving requests for flying flags of other nations with the raising of the Ukraine flag, but also felt that the Council had raised the flag in support of 'Homes in Ukraine' as many Ukrainians had been re-housed in Felixstowe.

Requests for the flying of other flags not covered by the policy, but linked to a 'recognised' event should be received by the Committee to consider.

**It was RESOLVED that the Flag Flying policy be adopted with the following amendments:**

- i. The last two paragraphs of the existing flag flying policy with reference to Ukraine and delegation to the Clerk are deleted; and,**
- ii. The following is inserted:**

**Committee may consider other flag raising events in advance on a case by case basis. However, the Town Council will not ordinarily fly flags of other nations.**

### 323. CIVIC & COMMUNITY BUDGET REPORT

The Committee considered a summary and detailed report showing income and expenditure against budget to 30 November 2024.

**RESOLVED that the Budget Report to 30 November 2024 be received and noted as presented with no other action required at this time.**

### 324. OCCASIONAL GRANTS 2024-25

Committee noted the update from Ipswich Skating Club regarding their Felixstowe venue and the funding from Round 1 of £500 has been released.

Committee considered completed applications for funding received prior to the deadline for the second round of Occasional Grants. The total of grant funding requested in this first round being £29,568.56 from a pot of £17,253.01.

**It was RESOLVED that:**

**i. The update from Ipswich Skating Club be noted along with the release of the £500 grant from Round 1; and,**

**ii. the following Occasional Grants for Round 2 be awarded:**

<b>Name of Organisation</b>	<b>Grant Project</b>	<b>Amount Awarded</b>
356 Air Cadets	STEM Engagement equipment (Science, Technology, Engineer & Maths)	£1,000.00
Compass	Debt support for 8 local families overwhelmed by debt	£1,313.20
Cuppa	Repair Café - recalibration of PAT tester and thermal camera	£392.27
Edible Felixstowe	Edible Felixstowe 2025 Celebration Event / Harvest Festival	£750.00
F-Cat	Felixstowe Folk & Shanty Festival #2	£1,000.00 Subject to going ahead
Felixstowe Lions Club	School Garden Improvement Project	£500.00
Felixstowe Methodist Church	New Kitchen project used by variety of groups	£1,000.00
Felixstowe Opportunities Group	Essential repairs and Redecoration	£1,500.00
Felixstowe Radio	Outdoor broadcasting equipment	£1,000.00

Friends of Fairfield & Colneis	Early Years Foundation Stage (EYFS) outdoor equipment	£500.00
Hamilton MAS	WAVE - a move/me(a)nt for health as part of UK wide Coastal Arts Festival 'Beach of Dreams'	£1,800.00 Subject to going ahead
Headway	Support for People with Neurological Conditions	£500.00
Home Start	Cooking Group in Felixstowe for carers/parents	£405.00
i-Woman	i-Woman Community Platform events to empower women in Felixstowe	£600.00
Little Hoppers	Undercover outdoor area	£1,000.00
Memory Lane	Crafts and refreshments for Memory Lane Group	£700.00
SARS	SARS Felixstowe Activity	£500.00
Save the Children	Santa and Rudolph's Ride Around Felixstowe Tracker	£99.99
Suffolk Mind	Improving Sustainability at Suffolk Mind's Felixstowe Office	£500.00
TS Landguard Sea Cadets	New Classroom – Land Clearance/ Skip Hire/ Footings	£500.00

**It was therefore RESOLVED that for the second round of Occasional Grants for 2024/25 a total of £15,560.46 be awarded and approved for payment based on the schedule above from the Occasional Grant Budget.**

### **325. HARWICH HARBOUR FERRY UPDATE**

Members noted the update report from the Harwich Harbour Ferry.

**It was RESOLVED that the Harwich Harbour Ferry update be noted.**

### **326. SUMMIT FOR CHARITIES AND VOLUNTARY GROUPS**

Members considered the report on the Charities and Voluntary Groups Summit taking place on 20<sup>th</sup> February 2025 at Felixstowe School.

**It was RESOLVED that the report on the Summit for Charities and Voluntary Groups be noted.**

**327. FELIXSTOWE IN FLOWER 40<sup>TH</sup> ANNIVERSARY**

Committee considered the report on the 40<sup>th</sup> Anniversary of Felixstowe in Flower.

**It was RESOLVED that the report on the 40<sup>th</sup> Anniversary of Felixstowe in Flower be noted.**

**328. MS EUROPEAN GATEWAY REMEMBERED**

Committee considered the report on the 42<sup>nd</sup> Anniversary of the MS European Gateway disaster.

**It was RESOLVED that the report on the 42<sup>nd</sup> Anniversary of the MS European Gateway disaster be noted.**

**329. 72<sup>ND</sup> ANNIVERSARY OF THE FELIXSTOWE FLOODS**

Committee considered the report on the 72<sup>nd</sup> Anniversary of the Felixstowe Floods.

**It was RESOLVED that the report on the 72<sup>nd</sup> Anniversary of the Felixstowe Floods be noted.**

**330. 80<sup>TH</sup> ANNIVERSARY OF VE DAY**

Committee considered the report on the 80<sup>th</sup> Anniversary of VE Day. It was agreed that a working party including all interested parties should be formed to include Royal British Legion, Landguard Trust and representatives of Felixstowe Town Council.

**It was RESOLVED that:**

- i. the report on the 80<sup>th</sup> Anniversary VE Day be noted; and,**
- ii. the Town Clerk meet with interested Members, the Royal British Legion and Landguard Trust and bring regular updates to Committee.**

**331. CLOSURE**

The meeting was closed at 10.09 pm. It was noted that the next meeting was scheduled to take place on Wednesday 12 February 2025 at 7.30pm.

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

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