

**MINUTES of a CIVIC & COMMUNITY COMMITTEE MEETING held at TOWN HALL, Felixstowe, on Wednesday 12 June 2024 at 7.30pm**

**PRESENT:** Cllr M Sharman (Chairman)  
Cllr N Barber  
Cllr J Candy  
Cllr A Folley  
Cllr S Harkin  
Cllr M Morris  
Cllr B Price

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

**51. PUBLIC QUESTION TIME**

None.

**52. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr D Aitchison** and **Cllr C Franklin**.

**53. 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 J Candy	All	Other registerable interests (as Members of East Suffolk Council)
Cllr S Harkin	All	Other registerable interests (as an employee of East Suffolk Council)

**Cllr S Harkin declared an Other Registerable Interest in the grant application from Felixstowe Museum (as a Trustee of the Museum).**

**As the matter for consideration directly related to her Other Registerable Interest, Cllr Harkin advised that she would leave the meeting prior to any debate and decision on this item.**

**Cllr M Morris declared an Other Registerable Interest in the grant application from Felixstowe Fairtrade Forum (as a Trustee of the Museum).**

**As the matter for consideration directly related to her Other Registerable Interest, Cllr Morris advised that she would leave the meeting prior to any debate and decision on this item.**

**Cllr M Sharman declared an Other Registerable Interest in the grant application from Felixstowe Society (as a Member of the Society).**

**As the matter for consideration directly related to his Other Registerable Interest, Cllr Sharman advised that he 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.

**54. CONFIRMATION OF MINUTES**

**It was RESOLVED that the Minutes of the Civic & Community Committee meeting held on 10 April 2024 be confirmed as a true record.**

**55. CIVIC & COMMUNITY BUDGET REPORT**

The Committee considered a summary and detailed report showing income and expenditure against budget to 7 June 2024.

**RESOLVED that the Budget Report to 7 June 2024 be received and noted as presented with no other action required at this time.**

**56. 80TH ANNIVERSARY OF THE CRASHING OF THE LANCASTER BOMBER LM258 INTO THE SEA**

Members discussed a commemorative event to mark the 80<sup>th</sup> anniversary of the crashing of the Lancaster Bomber LM258 into the sea on 25<sup>th</sup> August 1944.

It was agreed that the Town Council would commemorate the event with the Museum, potentially with a wreath out to sea and a short service outside the Town Hall. The event would also be promoted via the Council's social media channels and in the Autumn magazine.

**RESOLVED that the Town Council support a commemorative event to mark the 80th anniversary of the crashing of the Lancaster Bomber LM258 into the sea on 25th August 1944.**

**57. OCCASIONAL GRANTS ROUND 1 2024/25**

Committee considered completed applications for funding received prior to the 31 May 2024 deadline for the first round of Occasional Grants. The total of grant funding requested in this first round being £18,491.75.

**RESOLVED that the following Occasional Grants be awarded:**

**At this point in the meeting, having declared an Other-Registerable Interest in the following item, Cllr S Harkin left the meeting.**

- i. Up to £500 awarded to Felixstowe Museum towards events to mark the 80th anniversary of the crashing of the Lancaster Bomber LM258.

Cllr Harkin returned.

- ii. £750 awarded to Breast Friends towards surgery kits, publicity material and refreshments for breast cancer survivor events.
- iii. £1,000 awarded to Dora Brown for the Felixstowe Families Project towards waste disposal, furniture and self-care equipment for 3 Felixstowe families.

At this point in the meeting, having declared an Other-Registerable Interest in the following item, Cllr M Morris left the meeting.

- iv. £200 awarded to Felixstowe Fairtrade Forum towards the visit of Patrick Kaberia.

Cllr M Morris returned.

- v. £500 awarded to Ipswich Skating Club towards coach training and skates – funding to be ringfenced until a Felixstowe venue is confirmed.
- vi. £36.99 awarded to Save the Children Fund towards a new trailer tarpaulin.
- vii. £2,000 awarded to TS Landguard – Felixstowe Sea Cadets for training room furniture.

At this point in the meeting, having declared an Other-Registerable Interest in the following item, Cllr M Sharman left the meeting.

In the absence of the Chairman and Vice-Chairman, Cllr N Barber was elected as the Chairman for the consideration of the following item.

- viii. £1,600 awarded to the Felixstowe Society towards Heritage Open Day promotion costs

Cllr Sharman returned. Cllr Sharman in the Chair.

- ix. £500 awarded to WAMFest towards Multicultural Workshops.

It was therefore **RESOLVED** that for the first round of Occasional Grants for 2024/25 a total of £7,086.99 be awarded and approved for payment based on the schedule above.

## **58. SUFFOLK DAY 2024**

Members noted the report and received a verbal update from the Civic Events Officer. Local residential homes and schools had been invited.

It was noted that the event would be promoted on social media and all Councillors would be reminded of the details.

**RESOLVED that the update report on Suffolk Day 2024 be noted.**

**59. CCTV UPDATE**

The Deputy Town Clerk presented a report on the CCTV Working Group. Following a discussion it was agreed that the Working Group should report back to Committee in September with further updates.

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

**60. FELIXSTOWE IN FLOWER**

The Civic Events officer presented a report on Felixstowe in Flower.

**RESOLVED that the Felixstowe in Flower report be noted.**

**61. TWINNING : Wesel 50 / Salzwedel 30**

Members noted the report on Town Twinning and received an update from the Clerk.

**RESOLVED that the report on Twinning be noted; a Reception event be held at the Town Hall on 20th July for the 30th Salzwedel Anniversary; and that a Civic Party, comprising the Mayor, Mayor's Escort, Deputy Mayor, Deputy Mayor's Consort and the Town Clerk, attend the 50<sup>th</sup> Anniversary of Twinning events in Wesel in September.**

**62. CHARITIES' SUMMIT**

Members received a proposal for the Town Council to host a summit to facilitate networking and support for local charities. The Committee agreed that it is important to consult with the charities to understand their expectations and goals for the summit.

Considering the overlap with the Love to Work event and the summer break for many groups, the Committee suggested that October might be too early for the summit. Further discussions will be held to determine a more suitable date and the Clerk would report back to Committee in due course.

**RESOLVED that further information is sought from charities, and the Clerk to reported back to Committee in September or October.**

**63. CLOSURE**

The meeting was closed at 9.11pm. It was noted that the next meeting was scheduled to take place on Wednesday 11 September 2024 at 7.30pm.

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

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