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9 am to 4 pm Mondays to Fridays



TOWN HALL
FELIXSTOWE
SUFFOLK
IP11 2AG

TO ALL MEMBERS OF THE ASSETS & SERVICES COMMITTEE

Cllr D Rowe (Chairman)
Cllr M James (Vice Chairman)
Cllr D Aitchison
Cllr N Barber
Cllr S Harkin

Cllr M Morris
Cllr B Price
Cllr M Sharman
Cllr W Underwood

You are hereby summoned to attend a meeting of the **ASSETS & SERVICES COMMITTEE** to be held at the **Town Hall, Felixstowe** on **Wednesday 20 November 2024** at **7.30pm**.

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 the Committee during the public session.

There is a limit to the number of public attending in-person. If you wish to attend in person, please email townclerk@felixstowe.gov.uk to confirm capacity.

Public are very welcome join via Zoom using the following link:
<https://us02web.zoom.us/j/88182581915>

Alternatively, you may join via the meeting ID 881 8258 1915 or over the telephone by calling 0131 460 1196.

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.



The Council kindly asks that anyone planning to attend the meeting in-person to consider car-sharing or low-carbon modes of transport to the Town Hall.

Ash Tadjrishi
Town Clerk
15 November 2024

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 three minutes 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 requests for dispensations from Members on matters in which they have a disclosable pecuniary interest, other registerable or non-registerable interest.
- 4. Confirmation of Minutes**
To confirm the Minutes of the Assets & Services Committee meeting held on 18 September 2024 as a true record. **(Pages 3 to 9)**
- 5. Assets & Services Budget Report**
To receive the Assets & Services Budget report to 15 November 2024 and consider any actions deemed necessary. **(Page 10 & Appendix A)**
- 6. Town Hall Update Report**
To receive a report on the Town Hall and consider any actions deemed necessary. **(Pages 11-13)**
- 7. Walton Community Hall**
To receive a report on Walton Community Hall and consider any actions deemed necessary. **(Pages 14-15)**
- 8. Allotments Update Report**
To receive a report on allotments and consider any actions deemed necessary. **(Page 16)**
- 9. Allenby Park Gates**
To receive the Park Update report **(Pages 17-18)**
- 10. Draft Budget Considerations 2025-26**
To consider first draft recommendations for the Assets & Services element of Council's budget for 2025-26. **(Page 19 & Appendices B & C)**
- 11. Closure**
To close proceedings and confirm the date of the next meeting scheduled for Wednesday 19 February 2025 at 7.30pm.

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of the **ASSETS & SERVICES COMMITTEE** meeting held at **Town Hall, Felixstowe** on **Wednesday 18 September 2024** at **7.30pm**

PRESENT: Cllr D Rowe (Chairman)
Cllr M James (Vice Chairman) Cllr B Price
Cllr D Aitchison Cllr M Sharman
Cllr M Morris Cllr W Underwood

OFFICERS: Mr A Tadjrishi (Town Clerk)
Mrs J Smith (Assets & Services Officer)
Mr T Minns (Grounds & Maintenance Manager)

192. PUBLIC QUESTIONS

None.

193. APOLOGIES FOR ABSENCE

Apologies were received from **Cllr N Barber** and **Cllr S Harkin**.

194. DECLARATIONS OF INTEREST

None.

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.

195. CONFIRMATION OF MINUTES

It was confirmed that the Member listed as both 'present' and as giving 'apologies for absence', was an error only in the copy of the Minutes attached to the agenda, with the official Minutes recording attendance correctly.

It was RESOLVED that the Minutes of the Assets & Services Committee Meeting held on 10 July 2024 be signed by the Chairman as a true record.

196. ASSETS & SERVICES BUDGET REPORT

The Committee considered the summary and detailed report showing income and expenditure against budget to 13 September 2024.

In response to a query regarding the income for Broadway house and the Telecoms mast it was explained that invoices had been issued and both leases are currently under review.

It was RESOLVED that the Budget Report to 13 September 2024 be received and noted.

197. FEES AND CHARGES 2025-26

Committee considered the scale of Fees and Charges for Council services from 1 April 2025 as presented in the report.

It was RESOLVED that the Fees and Charges for Council services be adopted as below with effect from 1 April 2025:

i) Town Hall – General Hire:

10% increase to Voluntary/Charity/Community and Commercial Business hire fees for 2025-26 as follows:

FELIXSTOWE TOWN HALL Hire includes VAT where applicable. Fees are higher outside of office hours to reflect additional staffing costs.	Full day (Weekday, 9am-5pm)	Half day (weekdays 9-1pm, 1pm-5pm)	Hourly rate (weekday hours between 9am-5pm)	Hourly rate (all other times)
Council Chamber				
Commercial/Business Hire	£254	£128	£40	£58
Voluntary/Charity/Community	£124	£64	£20	£37
Other Town Hall Rooms				
Commercial/Business Hire	£190	£97	£28	£52
Voluntary/Charity/Community	£112	£55	£15	£31
Refreshments (to include tea, coffee, water and biscuits)		£2 per delegate		

ii) Town Hall - Weddings and Special Events:

10% increase for hire for 2025-26 as follows:

WEDDINGS AND SPECIAL EVENTS FELIXSTOWE TOWN HALL	Weekday (1st April- 30th Sept)	Weekend (1st April- 30th Sept)	Any Day (1st Oct- 31st March)	Post-Ceremony Drinks
Council Chamber (for ceremonies attended by a maximum 76)	£636	£781	£636	N/A
Felixstowe Resident Rate	£536	£681	£536	
Clerk's Office (for ceremonies attended by a maximum 15)	£376	£442	£376	N/A
Felixstowe Resident Rate	£276	£342	£276	
Courtroom Gallery	N/A	N/A	N/A	£143
Other Rooms	N/A	N/A	N/A	£143

iii) Walton Community Hall – General Hire:

Proposal of 10% with 5% discount on block bookings – 5 or more bookings

WALTON COMMUNITY HALL Hire includes VAT where applicable. Fees are higher outside of office hours to reflect additional staffing costs.	Weekdays 9-5pm	Evenings and Weekends up to 10pm	Session Rate Mon-Sun 9am-10pm (up to 4 hours)
Commercial/Business Hire	£20	£23.50	£62.50
Voluntary/Charity/Community /Private Hire	£10.50	£14	£34.50

iv) Cemetery:

10% increase on fees for 2025-26 as follows:

1. INTERMENTS	2025-2026	
Charges applicable during ordinary hours of burial 9am to 3pm inclusive Monday to Friday	Standard Fee	Felixstowe Resident fee*
Still Born – 1 Month	No charge	No charge
Child up to 18 Years	No charge	No charge
Adult Grave - Single Depth 4'6"	1455	728
Double Depth 6'4"	2353	1176
Triple Depth 7'6"	2747	1369
Urn of cremated remains	370	188
Scattering of ashes	83	83
Additional charges applicable outside ordinary hours of burial Monday to Friday	Standard Fee	Felixstowe Resident fee
Grave space	970	485
Urn space	576	285
Scattering of ashes	327	161
Additional charges applicable on Weekends and Bank Holidays (subject to availability)	Standard Fee	Felixstowe Resident fee
Grave space	1613	806
Urn space	1128	564
Scattering of ashes	413	206
2. PURCHASE OF EXCLUSIVE RIGHT OF BURIAL FOR A PERIOD OF 50 YEARS	2025 - 2026	
Charges applicable during ordinary hours of burial 9am to 3pm inclusive Monday to Friday	Standard Fee	Felixstowe Resident fee*
Adult Grave 8' by 3'	2747	1376

Children's grave 4' by 3'	No Charge	No Charge
Urn plot in GARDEN OF REMEMBRANCE	1128	564
Urn plot in LAWN GARDEN	2068	1031
3. RENEWAL OF EXCLUSIVE RIGHTS OF BURIAL	Standard Fee	Felixstowe Resident fee*
Renewal 50 years: Adult Grave	2426	1213
Child Grave	No Charge	No Charge
Urn plot (Garden of Remembrance)	806	400
Urn plot (Lawn Garden)	1741	868
Renewal 25 years: Adult Grave	1231	618
Child Grave	No Charge	No Charge
Urn plot (Garden of Remembrance)	406	204
Urn plot (Lawn Garden)	892	449
4. PERMISSION TO ERECT MEMORIALS		
	Standard Fee	
Kerb stone or border stone or edging not exceeding 6'6" by 2'6" by 6" in height (Blocks A – F only)	347	
Memorial not exceeding 3' 6" height by 3' width	347	
Kerb stone/border stone/edging AND Memorial	578	
Memorial not exceeding 2' height by 1'3 width by 3" depth (Block J urns, M urns, & Block O)	190	
Vase with or without lettering	190	
Scroll, tablet or open book not exceeding 2' 6" wide by 1' 6" high	190	
Additional inscription on any memorial after the first	119	
Garden of Remembrance – Ground level Plaque		
Plaque for urn plot 6" by 4"	190	
Plaque for urn plot 8" by 6"	190	
MEMORIAL GARDEN (subject to VAT)	EXISTING CHARGES 2022-2023 (5% / 10%)	
	Standard Fee	Felixstowe Resident fee*
Single granite plaque in MEMORIAL GARDEN (includes plaque but inscription chargeable by stonemason) for 10 years	727	364
Leaf on Memorial Tree in MEMORIAL GARDEN (includes leaf and inscription) for 10 years	448	225
Dedication of rose bush, tree or shrub within MEMORIAL GARDEN or elsewhere in the Cemetery (plus cost of plaque) for 10 years	594	297

Renewal of lease for the above memorials for further 5 years	155	155
Memorial bench plaques with inscription for 10 years (prices from)	1491	746
5. MAINTENANCE AND UPKEEP OF GRAVE SPACE (subject to VAT)		
Planting single grave space with flowers or bedding plants and bulbs(winter and summer) and maintaining for ten years	1984	1984
Planting single grave with winter and summer plants and maintaining for one year	345	345
Annual maintenance thereafter	198	198
6. MISCELLANEOUS		
Registering transfer of grant	52	52
Exhumation (Burial)	1940	1940
Exhumation (Ashes)	806	806
Register Search	30	30
Preparation of Statutory Declaration	67	67

v) Allotments

Starting in April 2025, the discount fee will be calculated based on a fixed rate rather than a percentage. This fixed rate will be approximately £17 for a standard-sized plot, with proportional adjustments for smaller and larger plots. Additionally, a new fee will be introduced for new tenants to cover administrative costs and encourage active use of the plots.

For allotments taken on from January to October, charges will be applied pro-rata through to October, along with the following 12 months. For allotments taken on between October and December, the full fee for 12 months will be charged, up to the following October.

For tenancies renewing in October 2025, or new tenancies beginning from April 2025, the applicable fees will be:

Plot Size	Standard Rent (inc. Water)	Discount Rent (inc. Water)
Single-size plot New tenant (approx. 125m ² or '5 Rods')	£75.00	Discount will be applied to first full year
Single-size plot (approx. 125m ² or '5 Rods')	£45.00	£28.00
Double-size plot (approx. 250m ² or '10 Rods')	£90.00	£56.00
'Allotment' (Miniplot)	£28.50	N/A

198. CEMETERY UPDATE REPORT

The Grounds and Maintenance Manager presented the Cemetery Update Report. It was noted that although Company 1 offered Husqvarna tools at a slightly lower price, Company 2's shorter delivery time would allow staff to begin work sooner. Additionally, Company 2 had a current discount offer, reducing the initial quote. Consequently, it was decided to purchase the brushcutter and replacement hedgetrimmer from Company 2.

It was RESOLVED that:

- i. the Cemetery Update Report be noted;**
- ii. the tools be purchased from Company 2, with the cost of £1,798.06 + VAT to be funded via the Asset Repairs and Replacement Earmarked Reserve; and,**
- iii. the cost of £1,650.00 + VAT for purchasing shoring equipment be funded via the Asset Repairs and Replacement Earmarked Reserve.**

199. ALLOTMENT UPDATE REPORT

The Assets & Services Officer presented the Allotments Update Report. The proposal to introduce a seasonal ban on bonfires from 30th June to 1st September was discussed. Members considered potential negative feedback from allotment tenants and inquired about engagement efforts. It was noted that discussions had been held with the Felixstowe Allotment Association, and controlled burns were being considered during the transition to the new policy. Members then deliberated on the necessity of bonfires on allotments and proposed extending the ban period from 1st June to 30th September.

It was RESOLVED that:

- i. the Allotment update report be noted; and,**
- ii. the bonfire policy be updated to reflect the new restrictions, including the proposed ban period from June 1st to September 30th.**

200. TOWN HALL CONFERENCING FACILITIES

The Committee discussed the benefits of improving the quality of refreshments offered to room hirers and visitors to the Town Hall, noting that such an enhancement could significantly improve customer satisfaction. Additionally, it was considered that these improved facilities could promote the Town Hall as a mini-conference venue, potentially increasing bookings.

It was RESOLVED that a coffee machine be purchased for the Town Hall, and the cost of £1,318 + VAT be funded via the Town Hall Earmarked Reserve.

201. PATHWAY AT GOSFORD WAY PARK

The Grounds & Maintenance Manager presented the update on the pathway at Gosford Way Park. Members expressed satisfaction with the progress and welcomed the financial contribution from OFCA of £1,500 + VAT.

It was RESOLVED that the total cost of £3,600 + VAT for the pathway works be taken from the Council's public spaces earmarked reserves.

202. CLOSURE

The meeting was closed at 8.26pm. The next meeting was noted as being scheduled for Wednesday 20 November 2024 at 7.30pm.

AGENDA ITEM 5: ASSETS & SERVICES BUDGET REPORT

As part of its Terms of Reference, Committee is to regularly consider reports on the Assets & Services part of Council's budget. A summary of the position to 15 November 2024 is provided below with a detailed report at **Appendix A**.

1 April - 15 November 2024 (2024 - 2025)

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

Cost Centre	Receipts				Payments			
	Budgeted	Actual	Variance	% Received	Budgeted	Actual	Variance	% Spent
201 Town Hall	21,400.00	12,969.99	-8,430.01	60.61%	87,417.00	50,109.47	37,307.53	57.32%
202 Walton	8,000.00	8961.17	961.17	112.01%	14,007.00	9,055.24	4,951.76	64.65%
203 Broadway House	2,650.00	2,750.00	100.00	103.77%	10,302.00	6,644.71	3,657.29	64.50%
204 Cemetery	76,565.00	39,235.13	-37,329.87	51.24%	177,917.00	101,240.37	59,387.90	56.90%
205 Allotments	17,850.00	14,805.72	-3,044.28	82.95%	39,775.00	21,455.12	18,319.88	53.94%
206 Parks & Recreation	0.00	4755.00	4,755.00	N/A	40075.00	19955.79	20,119.21	49.80%
NET TOTAL	126,465.00	83,477.01	42,987.99	66.01%	369,493.00	208,460.70	161,032.30	56.42%

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Committee is requested to consider the budget report to 15 November 2024 and decide on any action it deems necessary.

AGENDA ITEM 6: TOWN HALL UPDATE REPORT

Emergency Lighting Update

During the routine emergency light service on 2nd September, a number of emergency lights were identified as faulty and required replacement. Quotes were obtained from:

- **Specialist contractor for alarm systems and emergency lights:** £1,498.00 + VAT
- **Regular electrician:** £1,080.00 + VAT

The work was completed by the regular electrician at the lower cost of £1,080.00 + VAT. This unplanned expenditure was not accounted for during the budget setting process, and as such, it is anticipated that the Town Hall Repairs and Maintenance budget will be overspent as a result.

Damp Repairs Update

Damp repairs to the Clerk's office were completed in September. Following this, quotes have been received to address damp issues in four upstairs rooms facing the seafront:

Quote 1: Existing Contractor

This contractor, who carried out the Clerk's office repair, has provided a quote for works across all four rooms:

- **Council Chamber:** £1,040.00 + VAT
 - **Chairman's Room:** £780.00 + VAT
 - **Registrars' Office:** £1,680.00 + VAT
 - **East Suffolk Council Office:** £1,680.00 + VAT
- Total:** £5,180.00 + VAT

This work includes:

- Removal of affected plasterboard and lime render.
- Application of foil-backed plasterboard fixed with silicon dabs to prevent further damp.
- Two-coat plaster finish and painting as required.
- Electric sockets removed and replaced where necessary in two rooms.
- Treatment of external brickwork with Weather Tec solution to prevent future water ingress.

This proposal aligns with advice from the structural engineer to use foil-backed plasterboard. However, it is noted that this approach provides no long-term guarantee against future damp issues.

Quote 2: Local Damp Specialist

This contractor, who specialises in damp treatment, carried out a site visit and confirmed that there was no condensation present during their assessment. The following was recommended:

- **Interior Damp Repairs:** £7,800.00 + VAT
 - Removal of skirting boards and damp plaster.
 - Application of salt treatment to masonry.
 - Re-plastering with a salt- and damp-resistant system, including a skim finish.
 - **External Masonry Repointing:** £7,670.00 + VAT
 - Raking out joints to a depth of 50–60 mm and repointing with lime mortar.
 - Replacing up to 200 bricks. Additional bricks would be charged at £15.00 + VAT per brick.
- Total:** £15,470.00 + VAT

This contractor highlighted that the external façade of the Town Hall requires repointing to address gaps in mortar and prevent further water ingress.

Additional Costs:

- Temporary removal and reinstatement of electrical sockets.
- Replacement of skirting boards, if the original cannot be reused.

This option provides a comprehensive approach to addressing both the symptoms and the underlying cause of damp issues, albeit at a significantly higher cost.



Quote 3: Company that recently refurbished the windows.

- **External works**
 - Installing of scaffolding across the front of the town hall to access the front brick work apron between the bottom and top windows.
 - Re pointing of apron between bottom and top windows.
- **Internal Works**
 - Removing of blown render/ plasterboard to all damp effected areas.

- Repairing of blown render / plasterboard to all damp affected areas.
- Re painting of all areas affected by works carried out.

Total: £17,345.00 + VAT

The following factors should be considered:

- **Extent of repairs:**
 - Option 1 offers a more affordable solution with a focus on internal repairs but no guarantee on longevity.
 - Options 2 and 3 provide a more robust solution addressing both internal and external issues but at a significantly higher cost.
- **Long-term impact:**
 - External repointing, as recommended by the damp specialist, may help prevent recurrence but involves substantial costs.
- **Budget implications:**
 - Repairs would need to be funded from the Town Hall Earmarked Reserve.
- **Timelines and room usage:**
 - The rooms are regularly used, so repairs would need to be coordinated with these activities.

Committee is requested to review the options presented for damp repairs and emergency lighting updates and decide on the preferred course of action, ensuring sufficient funding is allocated for the chosen works.

AGENDA ITEM 7: WALTON COMMUNITY HALL UPDATE

Leak to Roof

A recent heavy rainfall caused a leak in the main hall roof. This was repaired by the Town Hall's regular roofing contractor at a cost of £298 + VAT, which has been paid as an emergency repair.

Orwell Housing has agreed to reimburse the Town Council for this expense.

Roof Condition

The contractor observed the poor condition of the roof and suggested that re-roofing may be advisable, particularly if solar panels are being considered. The cost of this was quoted in the region of £40,000.

The roof has a 30-year guarantee, and the foam insulation (adhered directly to the slates and battens) has a 25-year guarantee.

- The foam insulation complicates slate replacement. For example, during the recent repair, three tiles had to be replaced to address a single issue.

Orwell Housing is investigating the guarantee and whether a formal inspection is needed to assess suitability for solar panels.

Grant for Environment Improvements

The Deputy Town Clerk has been in consultation with Orwell Housing, they are currently putting together a bid for a De-carbonisation grant but have confirmed that although this may cover the flats at Walton Community Hall (as the funding bid is for social housing), confirmation has been received that the grant cannot cover the community hall.

Quotes have been obtained in preparation for applying for the East Suffolk Council's Rural Business Investment Fund grant which has a final round opening 2 December 2024 to 24 January 2025. The appraisal process will happen in February and the panel meeting week commencing 3 March 2025.

Further information on the fund can be found at [Rural-Business-Investment-Fund-Grant-guidance.pdf](#) .

Grants are available of between £15,000 - £30,000 per application. East Suffolk Council & Community Action Suffolk have confirmed that Walton Community Hall is eligible. The intervention rate is up to 80% (they will accept up to 10% of the 20% to be in kind funding such as staff/volunteer hours).

Three quotes are only needed if a contract is over £20,000.

The work being proposed to request funding for and quotes obtained so far are as follows:

Air to Air Source Pump

The current air conditioning unit (installed in 2007) is failing and cannot be repaired. Cost for a new air conditioning unit which allows Wi-Fi remote programming

£12,723 +VAT

2 x Double glazed windows

There are two windows which are still single glazed. A quote has been obtained to replace these windows

£1,561.66 +VAT

Solar Panels and Battery Storage

Three quotes have been received for this work:

Company	Details	Cost
Company A	15 solar panels, 5kW hybrid inverter, 9.5kWh LiFePO4 battery, roof works, scaffold, electrical.	£10,817.81 + VAT
Company B	20 solar panels, 6kW hybrid inverter, 4.8kWh Li-Ion battery, installation, scaffold, MCS certification.	£12,040.00 + VAT
Company C	62 solar panels (full roof, including over flats), 10kWh Fox battery.	£29,168.00 + VAT

All quotes recommend a structural engineer to survey the roof and confirm its suitability for solar panels. Further work will be undertaken to ensure that planning permission is not required.

Committee is requested to consider:

- i. an application to the East Suffolk Council's Rural Business Investment Fund to:
 - Upgrade the heating system to an Air-to-Air Source Pump.
 - Replace the two remaining single-glazed windows.
 - Install solar panels and battery storage.
- ii. Authorise the employment of a structural engineer to survey the roof and confirm suitability for solar panels. Funding to be drawn from Walton Community Hall Earmarked Reserves.
- iii. Approve funding for the remaining 20% project contribution (approx. £5,000–£6,000) from Walton Community Hall Earmarked Reserves.
- iv. Consider additional items for inclusion in the grant application:
 - Replacing any non-LED lights.
 - Installing Wi-Fi to enhance the hall's potential use as a "business hub."

Committee is requested to review this report and decide on any actions it deems necessary.

AGENDA ITEM 8: ALLOTMENTS UPDATE REPORT

As of 15th November 2024, allotment vacancies were as follows:

SITE	Total plots	Occupied (grassed over)	Vacant	Waiting List (Specific plot)	Cultivation Orders (Notice given)
COWPASTURE	306	298	8	27(6)	2
ALITTLEMENTS (within Cowpasture)	22	22	0	2	1
FERRY ROAD	97	91	6	1	1
RAILWAY HILL	44	37	7	3	1
CEMETERY	3	3	-	0	0
TAUNTON ROAD	18	16	2	1	0
TOTAL	490	467	23	34(6)	5

Annual allotment invoices for the year were dispatched on 30th September 2024. The deadline for payment was set for 31st October. 80% of the invoices had been paid by the deadline.

Since the annual allotment invoices were sent out, a total of 33 plots have been relinquished by outgoing tenants. We are endeavouring to get new tenants on these plots as soon as possible.

Committee is requested to consider the Allotment update report and decide on any action it deems necessary.

AGENDA ITEM 9: ALLENBY PARK GATES

The existing gates at Allenby Park have been assessed by local blacksmiths, who advised that:

- The gates are unsuitable for refurbishment due to their deteriorated condition.
- Repairs would require shot blasting, replacing sections with mild steel, and significant labour. This would be more expensive than replacement and would require ongoing maintenance.
- Wrought iron, which would have been ideal, is no longer commercially available. Mild steel, the alternative, is prone to rust, leading to similar issues in the future.



It is proposed to replace the gates with galvanised steel gates that are:

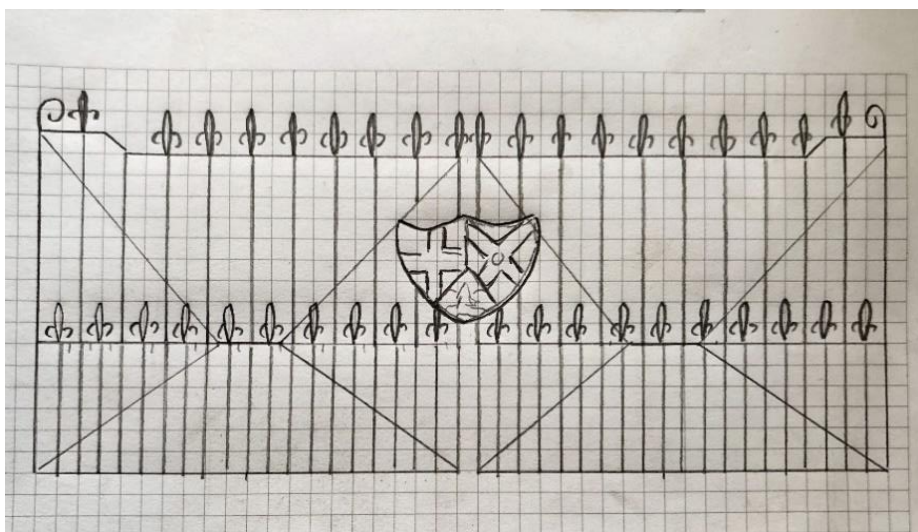
- Powder-coated in black for rust and corrosion resistance, ensuring a much longer lifespan and minimal maintenance.
- Designed like-for-like to maintain the historical aesthetic of the park.
- Customisable with a hammered finish and the inclusion of a laser-cut Town crest, enhancing their traditional look while modernising their durability.

This approach ensures the gates retain their visual and historical appeal while benefitting from contemporary materials and techniques.

An example of this method can be seen with the gates at Shotley Pier, which successfully preserved the aesthetic of the original 19th century gates using modern materials:



Below is a sketch of how the gates could look:



Felixstowe Society have been contacted and invited to comment.

Committee is requested to review the report and determine the next steps.

AGENDA ITEM 13: DRAFT BUDGET CONSIDERATIONS 2025-26

Committee is requested to consider its draft budget estimates for the Financial Year 2025-26 and to make any recommendations to Finance & Governance Committee for onward referral to Council.

To assist Members with this process an initial draft is presented alongside current-year expenditure and a comparison against the previous year at **Appendix B**. Notes to the budget estimates accompany this at **Appendix C**. Estimates for income and expenditure are based on known costs wherever possible.

Following Committee's consideration of these estimates, the Finance & Governance Committee and Council will review the full budget, taking in to account the latest projections for the outturn from the current year and the Council's taxbase.

The setting of the precept and management of Council's reserves will be reviewed by the Finance & Governance Committee in December and recommended to Council in January.

Committee is requested to consider first draft recommendations for the Assets & Services element of Council's budget for 2025-26.
