

MINUTES of a CIVIC & COMMUNITY COMMITTEE MEETING held at TOWN HALL, Felixstowe, on Wednesday 22 October 2025 at 7.30pm

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

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

233. PUBLIC QUESTION TIME

None.

234. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr D Aitchison** and **Cllr M Morris**.

235. DECLARATIONS OF INTEREST

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

Member(s)	Minute No.	Nature of Interest
Cllr S Bennett Cllr J Candy Cllr A Folley	All	Other registerable interests (as Members of East Suffolk Council)
Cllr S Bennett	All	Other registerable interests (as a Member of Suffolk County Council)
Cllr S Harkin	All	Other registerable interests (as an employee of East Suffolk Council)
Cllr S Bennett	#239	Other registerable interest (as a contributor to Pier Projects)
Cllr S Harkin	#239	Other registerable interest (as Chair of the Felixstowe History and Museum Society)

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.

236. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Civic & Community Committee meeting held on 10 September 2025 be confirmed as a true record.

237. CIVIC & COMMUNITY BUDGET REPORT

The Committee considered a summary and detailed report showing income and expenditure against the budget as at 30 September 2025.

It was RESOLVED that the Budget Report to 30 September 2025 be received and noted with no further action required at this time.

238. DRAFT BUDGET CONSIDERATIONS 2026-27

The committee considered the Civic & Community Committee's draft budget proposals for the 2026-27 financial year.

On a question regarding portioning staffing costs to elements of the Committee's budget, the Town Clerk confirmed that clerical staff costs were attributed to the Administration cost centre under the auspices of the Finance & Governance Committee.

RESOLVED that the draft budget for 2026-27 be recommended to the Finance & Governance Committee as presented.

239. OCCASIONAL GRANTS ROUND 2 2025/26

Committee considered completed applications for funding received prior to the 30 September 2025 deadline for the second round of Occasional Grants. The total of grant funding requested in this second round being £18,954.70.

Those Councillors having declared Other-Registerable Interests at Minute #235 above, absented themselves from the Chamber during the discussion and voting on those items.

RESOLVED that a total of £9,474.70 be awarded in Round 2 of the Occasional Grants for 2025/26, as detailed below, and approved for payment:

- i. £584.70 to the 8th Felixstowe Scout Group towards camping equipment;**
- ii. £450 to Being Well in Suffolk towards men's peer support network;**
- iii. £1,000 to the Compass towards emergency food and fuel vouchers;**
- iv. £350 to Cuppa towards storage for free food donations and for community sports equipment;**
- v. £1,819 to the Felixstowe History and Museum Society towards improving children's provision at Felixstowe Museum;**
- vi. £580 to the Friends of Fairfield and Colneis towards an outdoor wooden mini adventure trail at Colneis Junior School;**

- vii. **£500 to the Friends of Felixstowe Seafront Gardens towards replenishment of gardening tools and equipment;**
- viii. **£1,500 to Home-Start Suffolk for volunteer training – Felixstowe;**
- ix. **£500 to Kingsfleet School Association towards playground improvements;**
- x. **£471 to Litter-Free Felixstowe towards ten sets of litter pickers (packs of eight) and certificates for children taking part in your treasure hunts over the coming year;**
- xi. **£900 to Memory Lane towards their Seaside Memories Project;**
- xii. **£200 to Pier Projects towards 10 Symposium bursary places;**
- xiii. **£500 to SARS (Suffolk Accident Rescue Service) towards Felixstowe activity;**
- xiv. **£120 to Save the Children towards Santa's ride around Town 2025.**

240. FELIXSTOWE IN FLOWER

Members noted the report on Felixstowe in Flower.

RESOLVED that the update report on Felixstowe in Flower be noted.

241. WESEL TWINNING VISIT

Members noted the report on Twinning.

RESOLVED that the update report on Twinning be noted

242. CLOSURE

The meeting was closed at 9.05pm. It was noted that the next meeting was scheduled to take place on Wednesday 17 December 2025 at 7.30pm.

Date: _____

Chairman: _____