



TO ALL MEMBERS OF THE CIVIC & COMMUNITY COMMITTEE

Cllr M Sharman (Chairman)

Cllr C Franklin (Vice Chairman)

Cllr D Aitchison

Cllr N Barber

Cllr J Candy

Cllr A Folley

Cllr S Harkin

Cllr M Morris

Cllr B Price

You are hereby summoned to attend a meeting of the **CIVIC & COMMUNITY COMMITTEE** to be held at the **Town Hall, Felixstowe** on **Wednesday 11 June 2025** at **7.30pm** for the transaction of the following business:

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.

Members of the public are very welcome join via Zoom using the following link: <https://us02web.zoom.us/j/89465860989>

Alternatively, you may join via the meeting ID 894 6586 0989 or over the telephone by calling 0131 460 1196.

Our online meeting guidance can be found here: <https://felixstowe.gov.uk/wp-content/uploads/2022/02/Remote-Meeting-Guidelines.pdf>

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
6 June 2025

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 any 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 Civic & Community Committee meeting held on 9 April 2025 as a true record. **(Pages 3-8)**
- 5. Civic & Community Budget Report**
To receive the Civic & Community Budget report to 4 June 2025 and consider any actions deemed necessary. **(Page 9 & Appendix A)**
- 6. Occasional Grants: Round 1 2025/26**
To consider occasional grant applications submitted for the first round of Occasional Grants 2025/26. **(Pages 10-11)**
- 7. Annual Grant**
To receive an update from Art on the Prom and consider the release of an Annual Grant for the year 2025/26 **(Page 12)**
- 8. Suffolk Day 2025**
To receive a report regarding arrangements for Suffolk Day. **(Page 13)**
- 9. Felixstowe in Flower**
To receive an update report on Felixstowe in Flower **(Page 14)**
- 10. Twinning**
To consider a report on Twinning activities. **(Page 15)**
- 11. Mayoral Board**
To consider options for the Mayoral Board which is now full. **(Page 16)**
- 12. Closure**
To close proceedings and confirm the date of the next meeting scheduled for Wednesday 10 September 2025 at 7.30pm.

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of a CIVIC & COMMUNITY COMMITTEE MEETING held at TOWN HALL, Felixstowe, on Wednesday 9 April 2025 at 7.30pm

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

OFFICERS: Mr A Tadjirishi (Town Clerk)
Mrs S Faversham (Civic Events Officer)
Ms H Miles (Communications Officer)

N ATTENDANCE:

Mr R Ashford, Ms J Edwards, Ms T Richer (Felixstowe BID)
Mr B Osborne, Ms A Stallard (Art of Noise)

491. PUBLIC QUESTION TIME

None.

492. APOLOGIES FOR ABSENCE

Apologies were received from **Cllr A Folley** and **Cllr S Harkin**.

493. 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	All	Disclosable Pecuniary Interest and Other registerable interest (as Members of East Suffolk Council)
Cllr S Bennett	All	Disclosable Pecuniary Interest and Other registerable interest (as Member of Suffolk County Council)
Cllr M Sharman	#499	Other registerable interest (Landguard Fort and Felixstowe Council for Sport and Recreation Trustee)
Cllr D Aitchison	#499	Other registerable interest (Level Two Trustee)

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.

494. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Civic & Community Committee meeting held on 12 February 2025 be confirmed as a true record.

495. FELIXSTOWE BID UPDATE

The Chairman welcomed representatives from the Felixstowe Business Improvement District (BID) and invited them to address the Committee.

The Committee received a detailed presentation on recent changes to the BID's structure and forthcoming plans for the BID area. Janine Edwards, Richard Ashford, and Tracy Richer outlined the revised management arrangements and introduced members to a new delivery model aimed at improving engagement, accountability, and the visibility of the BID's work. It was noted that the BID Board now included volunteers bringing a range of expertise, including retail, hospitality, and marketing.

The BID team highlighted current efforts to enhance communication with levy payers and demonstrate clearer value for their contributions, which are based on a proportion of business rateable value—typically around £300 per year for an average business. The BID's focus would be on supporting the long-term success and visibility of Felixstowe's businesses, with an emphasis on increasing footfall through more creative events and marketing initiatives.

The BID area was also discussed, with the team noting some inconsistencies in its current boundaries. In response to this, work was being undertaken to ensure that more businesses—whether inside or outside the formal BID boundary—felt included and could participate in future initiatives.

Plans for a rebranded summer event, now titled the Felixstowe Loves Festival, scheduled for August 2025, were introduced. This would be a continuation of the former Love Felixstowe Festival, with an expanded creative programme. The BID has partnered with Ben Osborne and Alice Stallard, experienced arts and events professionals Art of Noise, who would be coordinating festival content on behalf of the BID.

Mr Osborne shared details of his background delivering successful events such as Latitude and First Light, and outlined the vision for bringing elements of the London music scene and emerging talent to Felixstowe.

In keeping with their commitment to sustainable, creative programming, Mr Osborne and Ms Stallard described plans for a town-wide projection trail as part of the Felixstowe Loves Festival. This would link the town centre and seafront, with the aim of encouraging movement across the BID area and engaging both visitors and residents. Complementary events were also being explored to extend the reach of Art on the Prom south of the pier. Further ambitions included a Christmas event and the potential development of a town market.

Members raised questions around community engagement, accessibility, and connectivity. The importance of signposting the route between the seafront and

the town centre was noted, with some discussion as to whether Community Infrastructure Levy (CIL) funding might support improved signage.

The Committee welcomed the BID's inclusive approach and efforts to ensure a broad range of businesses and organisations were encouraged to take part in planned activities.

The Chairman thanked the BID representatives for their informative presentation and for their continued work in supporting the town's business community.

It was RESOLVED that the Felixstowe BID update be noted.

496. CIVIC & COMMUNITY BUDGET REPORT

The Town Clerk presented a report showing income and expenditure to 31 March 2025. Members noted that, as year-end adjustments had not yet been finalised, some figures may be subject to change.

RESOLVED that the Budget Report to 31 March 2025 be received and noted as presented with no other action required at this time

497. ANNUAL TOWN MEETING AND CIVIC AWARDS 2025

The Civic Events Officer gave an update on arrangements for the Annual Town Meeting and Civic Awards, scheduled to take place at Felixstowe School at 7pm on Wednesday 14 May 2025.

It was confirmed that recipients of the Civic Awards had been notified and invited to attend the presentation evening, which would be followed by light refreshments.

Members considered the ongoing relevance of the "HMS Ganges Youth Trophy" and discussed the potential to rename it to make the award more inclusive and recognisable for today's young people. While the historic link with HMS Ganges was acknowledged, it was felt that more emphasis on the youth element when promoting the award could encourage more nominations and better reflect its purpose.

It was RESOLVED that the report on the Annual Town Meeting and Civic Awards 2025 be noted; and, the Civic Events Officer and Communications Officer review the promotion of the HMS Ganges Youth Trophy award to reflect its inclusivity for all young people aged 21 or under.

498. FELIXSTOWE IN FLOWER 40TH ANNIVERSARY

Committee considered a report outlining plans to commemorate the 40th Anniversary of Felixstowe in Flower. Members noted that the launch had been scheduled to take place at the Felixstowe Triangle on Saturday 7 June.

The Civic Events Officer provided an overview of the programme, which included active engagement with local primary schools. As part of this initiative, the Mayor

of Felixstowe and members of the Council's Grounds Team would be visiting school assemblies in May to distribute packages comprising seeds, wooden planters, canes, and compost. This formed part of the Council's ongoing commitment to promote horticultural activity and civic pride among younger residents.

Members were also encouraged to take part in the Councillors' Flowerpot Competition, continuing a popular tradition of visible community involvement.

Committee discussed potential venues for the Felixstowe in Flower Awards Ceremony. The Sea You Café was proposed as a family-friendly location, with its proximity to the play area viewed as a benefit for younger attendees. The Town Hall remained a possible alternative, offering a more formal setting. Given the expected attendance, Members considered whether a divided ceremony format could be adopted to address any capacity concerns.

It was suggested that, in future years, individual streets across Felixstowe might be invited to participate in a flowerpot competition, further broadening community involvement in the initiative.

It was RESOLVED that the report on the 40th Anniversary of Felixstowe in Flower be noted; and, the Civic Events Officer would consult with local schools to ascertain their preference for a single or split-format Awards Ceremony.

499. ANNUAL GRANTS AND OTHER PAYMENTS

Committee noted a report from the Lions Club of Felixstowe, and that the following had been allocated funds from the budget agreed at the Ordinary Council meeting of 8 January 2025 (*Minutes #174 & #351 of 2024/25 refer*).

It was noted that the format of the Art on the Prom event was under review, with increasing costs and a move towards professional management. While Members supported the continuation of funding in principle, it was agreed that the grant should be subject to conditions to ensure community benefit and support for emerging local artists.

It was RESOLVED that payment of the following Annual Grants and other payments for the year 2025/26 be approved:

i. £8,000 towards the provision of the 2025 Christmas lights to the Lions Club of Felixstowe

ii. Annual Grants

Art on the Prom	£3,000
Citizen's Advice	£3,000
FACTS	£2,500
Fairtrade Forum	£42
Felixstowe Book Festival	£2,000
Felixstowe Carnival	£5,000

Felixstowe Council for Sport and Recreation	£300
Felixstowe Coast Patrol	£2,000
Landguard Fort	£1,000
Royal British Legion	£250
Salzwedel Twinning Association	£200
WAMFest	£2,500
Wesel Twinning Assoc.	£200
Total	£21,992

iii. As Partnership Projects:

Level Two	£10,000
Harwich Harbour Ferry Services Partnership	£1,000
Total	£11,000

500. CCTV UPDATE

The Committee received an update from the CCTV Working Group and noted the contents of the report.

Despite the withdrawal of funding by East Suffolk Council, the Committee agreed that it remained essential for Felixstowe Town Council to continue its own maintenance arrangements in order to support public safety for both residents and visitors. It was noted that the Town Council's maintenance contract, which covers nine cameras, would be renewed on a quarterly basis until further notice.

The Chairman, together with the Chairman of the CCTV Working Group, would write to East Suffolk Council and Suffolk Constabulary to formally express the Town Council's commitment to supporting local CCTV infrastructure and to highlight its continued investment in this area.

It was RESOLVED that the CCTV update report be noted; that the maintenance contract for the Council's nine cameras be renewed on a quarterly basis until further notice; and, that a letter be sent to East Suffolk Council and Suffolk Constabulary to affirm the Council's support for local CCTV provision.

501. VE80 EVENTS IN FELIXSTOWE

The Civic Events Officer provided an update on events being planned to commemorate the 80th Anniversary of Victory in Europe Day.

A short wreath-laying ceremony would be held at the War Memorial at 11.00am on Thursday 8 May, with support from the Royal British Legion and the Mayor in attendance.

In the evening, the Mayor would lead a torchlight procession, in partnership with Felixstowe Remembers, with 112 torches to symbolise each of the Felixstowe fallen during the Second World War

It was RESOLVED that the report on the VE80 Events be noted.

502. CHARITY AND VOLUNTARY GROUPS SUMMIT

The Town Clerk reported on the success of the first Charity and Community Groups Summit held on 20 February 2025. Over 50 organisations had taken part, providing feedback and networking opportunities. Members expressed support for the Summit becoming a regular fixture and discussed the merits of also hosting a Volunteering Fair, possibly at Felixstowe Leisure Centre, aimed at connecting volunteers with local community groups and charities.

It was also reported that a further outcome of the event was that the Chair of the Landguard Trust was exploring options for developing a central online hub for Felixstowe's community groups and charities, and that seed funding from the Town Council might be requested to support this initiative.

It was RESOLVED that the report be noted and that the Committee supports the further development of a Volunteering Fair and online hub, subject to available funding.

503. MEDIA POLICY UPDATE

The Committee received a report on the Town Council's Press and Media Policy, including options to enhance digital engagement.

Following the earlier suspension of the Council's account on X (formerly Twitter), the Communications Officer presented options for trialling alternative platforms such as Bluesky, TikTok, and Instagram.

It was RESOLVED that the Town Council would trial the use of Bluesky and Instagram; and, an update of the associated impact would be provided at a future Civic and Community Committee meeting.

504. COMMUNITY ENGAGEMENT STRATEGY

Committee reviewed the Council's Community Engagement Strategy, as presented, for the year 2025/26.

RESOLVED that the Community Engagement Strategy be recommended to Council for adoption for 2025/26.

505. CLOSURE

The meeting was closed at 9.38pm. It was noted that the next meeting was scheduled to take place on Wednesday 11 June 2025 at 7.30pm.

AGENDA ITEM 5: CIVIC & COMMUNITY BUDGET REPORT

Committee is to regularly receive reports on the Civic & Community element of Council's budget. A summary of the position to 4 June 2025 is provided below with a detailed report at **Appendix A**.

1 April - 6 June 2025 (2025 - 2026)

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

Cost Centre	Receipts				Payments			
	Budgeted	Actual	Variance	% Received	Budgeted	Actual	Variance	% Spent
301 Civic & Community	0.00	0.00	0.00	N/A	34,480.00	14,546.36	19,934	42.19%
302 Grants	0.00			N/A	56,992.00	15,992.00	41,000	28.06%
303 Felixstowe in Flower	7,500.00	604.18	6,896	8.06%	9,250.00	315.71	8,934	3.41%
304 Communication	7,500.00	1,872.50	5,628	24.97%	20,356.00	0.00	20,356	0.00%
305 Community Projects & Partner	0.00			N/A	11,000.00	11,000.00	0	100.00%
NET TOTAL	15,000.00	2,476.68	12,523.32	16.51%	132,078.00	41,854.07	90,223.93	31.69%

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Committee is requested to consider the budget report to 4 June 2025 and decide any action it deems necessary.

AGENDA ITEM 6: OCCASSIONAL GRANTS ROUND 1 2025/26

Committee is to consider the applications received for an Occasional Grant from the Town Council at this first round of the awards as follows:

Members have been provided the full application details under separate cover.

Name of Organisation	Grant Project	Amount Requested (Total project cost)	Previous Grant given by FTC
6th Old Felixstowe Scout Group	New cooking equipment	£500 (£500)	2015 - £1,845 2017- £650 2021- £600 (covid grant)
356 (Felixstowe) Squadron Air Cadets	Archery equipment	£2,378.82 (£2,379.30)	2017 - £650 2018 - £400 2020 - £1680 covid grant 2024 - £1,000
British Divers Marine Life Rescue (Suffolk)	Suffolk Seal Rescue new unit	£2,000 (£35,000)	-
Citizens Advice East Suffolk (CAES)	Conference Centre Facility	£2,000 (£2,964)	Annual grants: 2023 - £3,000 2024 - £3,000 2025 - £3,000
Civil Aid Voluntary Rescue Association (CAVRA)	Community Resilience	£3,000 (£3,000)	-
Felixstowe BID	Felixstowe Loves Weekends 15-17 August and 5-7 September	£7,000 (£42,000)	2024 - £1,000, £1,500 & £3,000 2023 - £3,000 2022 - £2,341 & £3,000 2021 - £3,600
Felixstowe Charities Network	Felixstowe Charities Network Online Portal	£4,750 (£4,750)	-
Felixstowe School	Community Outreach Mural	£597 (£597)	-
Harwich Harbour Ferry Services	Marketing	£3,250 (£42,751.65)	£1,000 Annually as part of partnership agreement
Landguard Fort Trust	Landguard Fort History and Timeline Room	£1,000 (£16,500)	£1,000 Annual Grant 2020 - £1,500 2021 £700 2024 - £1,000

Litter Free Felixstowe	2025/26 Children's monthly Treasure Hunt Recognition & replacement equipment	£651	-
Music in Felixstowe	Free Music for All 2025	£2,000 (£10,000)	2018 - £1,000 2019 - £2,000 2020 - £500 2022 - £1,000 2023 - £2,000 2024 - £2,000
Suffolk Mind	GreenCare Felixstowe, an allotment-based ecotherapy project	£1,101.24 (£6,000) pa	2022 - £1,600 2023 - £1,980 2024 - £500
Suffolk Mobility Events	Felixstowe Disability Pride event	£1,662 (£12,042)	-
TOTAL		£ 31,890.06	

There is a total of £35,000 in the Occasional Grants budget available for Committee to award to eligible organisations in 2025/26. As this is the first of three funding rounds Committee is expected to ordinarily limit the total awarded at this stage to one-third (approximately £11,500). However, this may be exceeded at the discretion of the Committee should Members feel it is appropriate.

However, Members are to note that the overall total awarded in the full year 2025/26 cannot exceed £35,000 without approval from Council.

Committee is requested to consider the above Round 1 applications for funding from the Felixstowe Town Council Occasional Grants budget and decide on any awards it wishes to make.

AGENDA ITEM 7: ANNUAL GRANT

At the last meeting, members noted that the Art on the Prom event was under review, with increasing costs and a move towards professional management. It was agreed that the annual grant should be subject to conditions to ensure community benefit and support for emerging local artists (*Min #499 2024/25 refers*).

The Deputy Town Clerk has been corresponding with the organisers and it has been confirmed as the event going ahead on Sunday 7 September. They have taken on board Committee's comments and are adding the following for the benefit of the local community:

- They have issued a press release, and are promoting that any artist aged between 18 and 25 who is a Felixstowe resident with an IP11 postcode, can apply for a free pitch for young artists. The young person is asked to send images of their work and explain why they would like to take part.
- Free art workshops.
- Plans are also in place to provide some live music at the event.

The £3,000 grant will go towards the event production, marketing and events insurance.

The contribution from Felixstowe Town Council as grant givers will be mentioned on social media, in the press releases, on the website and on all printed collateral which includes posters and flyers.

Committee is requested to consider the release of the Annual Grant for Art on the Prom for the year 2025/26.

AGENDA ITEM 8: SUFFOLK DAY 2025

Since the inception of Suffolk Day in 2016, Felixstowe Town Council has celebrated by raising the Suffolk Flag and, pandemic-aside, has hosted tea and cakes for the public. Initially, tea and cake were served outside the Town Hall by Councillors and staff. For the past two years, this has been expanded to include tea and cake in the Town Hall Gardens, with local residential care homes invited and local schoolchildren reading poems.

This year it has been arranged for Level Two to provide a short drama presentation, as Suffolk Day falls on a weekend.

Invitations have been distributed, and everyone is invited to join the Mayor for the flag raising at 11am on Saturday 21 June, followed by light refreshments by the fountain in the Town Hall Gardens, weather permitting.

As it falls on a weekend, it will be managed by the Deputy Town Clerk with the aid of the caretakers but it would be useful and very much appreciated if any members feel able to lend a hand on the morning, set up will be from 10am with the event starting at 11am.

In the evening, from 9pm to 10pm, St Elizabeth Hospice will host their annual remembrance event, 'Suffolk Remembers,' in the Seafront Gardens. The candles will be displayed from Saturday 21 June, at Felixstowe Seafront Gardens, until 1pm on Wednesday 25 June.

Committee is requested to note the arrangements for Suffolk Day.

AGENDA ITEM 9: FELIXSTOWE IN FLOWER

Due to adverse weather forecasts, the launch event for Felixstowe in Flower was relocated to an undercover venue at the rear of Sainsbury's. A verbal update will be provided at the meeting, including details of the winner of the *Best Flower Pot Created by Councillors* competition.

The Felixstowe in Flower Awards Evening will be held at 6.30pm on Thursday, 17 September at Sea You Café, Sea Road. It had been proposed that a separate earlier awards ceremony be arranged for children; however, following discussions with local schools, it was agreed that the children wished to participate in the full event alongside the adults.

Hanging baskets have now been installed throughout the town centre and along the seafront and will remain in place until mid-September. Sponsorship continues to be received, and additional promotional efforts are underway to further encourage sponsorship of the baskets.

This year's principal sponsor is David Button Independent Funeral Directors.

Felixstowe Town Council's electric van will also be participating in the Felixstowe Carnival. During the carnival procession, packets of seeds will be distributed to members of the public to further promote Felixstowe in Flower.

This is the third year that the Council has partnered with Katie's Garden nursery for the provision of flowers for baskets and troughs, following the closure of Grange Nurseries. The Grounds Team has been very pleased with the quality of the flowers supplied over the past two years.

Committee is requested to note this update on Felixstowe in Flower and consider any actions it deems necessary.

AGENDA ITEM 10: TOWN TWINNING

Wesel

In March, the Felixstowe Wesel Association welcomed a small group of Scout leaders from Wesel. The group visited Felixstowe to carry out preparations ahead of bringing a larger contingent over in October. With the assistance of Felixstowe Scouts and the Association, their programme included visits to the Town Hall, Felixstowe Museum, and Landguard Fort, among other local attractions.

At the end of April, Felixstowe hosted the final official visit of Bürgermeisterin Ulrike Westkamp, Mayor of Wesel, ahead of her stepping down in October. The visiting delegation took part in a varied and engaging civic programme organised by Felixstowe Town Council, supported by the Felixstowe Wesel Association.

The itinerary commenced with the Mayor's Ball and a reception at the Town Hall on the Saturday, which was attended by many past Mayors of Felixstowe. On Sunday morning, the Wesel Mayor visited Felixstowe Museum to view the new *Beside the Seaside* exhibition, followed by a rooftop tour of Landguard Fort and refreshments.

On the Monday, both the Mayor of Felixstowe and Bürgermeisterin Westkamp were invited by Suffolk-Coastal MP, Jenny Riddell-Carpenter, to visit the Houses of Parliament for a tour.

In early June, a civic party attended Wesel having been invited to attend the formal opening of the Rheinbad Wesel, which is an open-air and indoor swimming pool and sauna complex (Freibad) near the banks of the Rhine.

In July, Felixstowe will be welcoming a party of over 60 visitors from Wesel, arranged by the Association — the largest such delegation in recent years — to coincide with the Felixstowe Carnival. The delegation will include the Wesel Carnival Prince and Princess, a marching band, and members of the Wesel Fire Service, all of whom will take part in the carnival parade.

Salzwedel

The Town Council has received an invitation to visit Salzwedel for the Hanseatic Festival 2025 Friday 27 June – 29 June. The Civic visit will be attended by The Mayor, Consort, Deputy Mayor and Civic Events Officer. A small gift will be taken to give to Bürgermeisterin Olaf Mening,

Committee is requested to note this Town Twinning update and consider any actions it deems necessary.

AGENDA ITEM 11: MAYORAL BOARD

The Mayoral Honours Board at the Town Hall is now full. Consideration is therefore required as to the best approach to future-proof the board and present the names of Felixstowe Mayors clearly and consistently.

It is proposed that the current board is used solely to display the names of Felixstowe Town Council Mayors from 1974 onwards, which would provide approximately 80 more years of use. The existing vinyl lettering could be removed and replaced with a full set of new names from 1974 to present, using pre-cut vinyl lettering applied in a consistent font and layout. This method would ensure a tidy and uniform appearance and allow easy addition of future names.

There is no requirement for a new board at this stage, nor is it anticipated that the existing board would need to be sanded down — though a good clean and polish would be needed following removal of the existing lettering. A coordinated approach using a supplier such as Marketing Force or Labelcraft is being explored for this work.

It is further proposed that a separate board is created to display the names of the former Felixstowe Urban District Council Chairmen. This board could be produced in-house at relatively low cost and does not require urgent completion.

Officers are obtaining quotes and options to present to the Committee for consideration.

Committee is requested to consider the proposals for the Mayoral Board and agree any action it deems necessary.
