



## ANNUAL TOWN MEETING OF FELIXSTOWE ELECTORS

Thursday 14 May 2026 at 7pm  
at Felixstowe School, High St, Felixstowe, IP11 9QS.

### AGENDA

1. **Welcome and Introduction**
2. **Minutes of the previous Annual Town Meeting**  
To approve the Minutes of the Annual Town Meeting held on 14 May 2025 as a correct record. **(Pages 2-7)**
3. **Mayor's Annual Report**  
To receive the Annual Report of the Mayor of Felixstowe for 2025/26.
4. **Civic Awards 2026**  
To present the following:
  - Mayor's Awards
  - Ganges Youth Trophy
  - Community Award
5. **Presentation to Mayor's Cadet**  
To present a Certificate of Service to Cdt. Flight Sergeant Frazer Lack, 356 Felixstowe Squadron, in recognition of his contribution as the Mayor's Cadet for the 2025/26 Municipal Year.
6. **Presentation to Mayor's Charities**  
The Mayor will announce their fundraising total and present cheques to St Phillips Community Hub and Felixstowe Opportunities Group.
7. **Reports from Community Stakeholders**  
To note reports received from community stakeholders. **(Page 8)**
8. **Public Session**  
For members of the public to comment on any matters relating to Felixstowe.
9. **Closure**  
At the end of the meeting all are invited for light refreshments where there will also be an opportunity to meet local community organisations.

**Cllr Corrine Franklin**  
**Mayor of Felixstowe**  
**1 May 2026**

The Annual Town Meeting is a statutory meeting of the electors of Felixstowe. Press and public are invited to attend and participate in the public forum.

## **AGENDA ITEM 2: MINUTES OF THE PREVIOUS ANNUAL TOWN MEETING**

**MINUTES of the ANNUAL TOWN MEETING  
held at Felixstowe School  
on Wednesday 14 May 2025 at 7pm**

### **IN ATTENDANCE:**

From Felixstowe Town Council:

Cllr D Rowe (Mayor)	Cllr M Deacon
Cllr C Franklin (Deputy Mayor)	Cllr A Folley
Cllr D Aitchison	Cllr M James
Cllr N Barber	Cllr B Price
Cllr S Bennett	Cllr M Sharman
Cllr S Bird	Cllr W Underwood
Cllr J Candy	Cllr S Wiles

Mr A Tadjrishi (Town Clerk)	Miss H Miles (Communications Officer)
Mrs S Faversham (Civic Events Officer)	Mrs S Morrison (Planning Admin Assistant)
Mr S Congi (Financial Admin Assistant)	Mrs J Smith (Assets & Services Officer)

Approximately 114 members of the public were also in attendance.

### **545. WELCOME AND INTRODUCTION**

The Mayor of Felixstowe welcomed everyone and outlined the format of the meeting.

### **546. CONFIRMATION OF PREVIOUS ANNUAL TOWN MEETING MINUTES**

The Minutes of the Annual Town Meeting held on 8 May 2024 were confirmed as a true record by those present and the Mayor was authorised to sign them.

### **547. MAYOR'S ANNUAL REPORT**

The Mayor, Councillor David Rowe, reported on the privilege and honour it had been to serve as Mayor for the past year. He then presented a short summary of the year under the following key points:

#### **9 CHARITY EVENTS**

His chosen charities, Breast Friends and Landguard Trust, had put on nine charity fundraising events. These included the Bargain Hunt, Cheese and Wine Evening and Auction, Barn Dance, Boogie Bingo, Curry Night, Italian Night, Night at the Musicals, Fashion Show, and Mayor's Ball. They had also raised money by producing a cookbook and receiving donations from local businesses

## 200+ ENGAGEMENTS

It had been a very busy year with over 200 engagements. These were mainly in Felixstowe, although the Mayor also attended events across Suffolk. He visited Wesel in September to celebrate the 50th anniversary of the town twinning. The Mayor thanked all those who had invited him to events throughout the year and for the warm hospitality he received.

## 4 CIVIC EVENTS

These included the Civic Service at St John's Church, the Civic Reception at Landguard Fort (with food provided by Bombay Nite), Remembrance Sunday, and the Civic Carol Service at Felixstowe Methodist Church at Trinity. All were well attended and enjoyed by those present.

## 6 COUNCIL MEETINGS

The Mayor reported that he had chaired six Full Council meetings and thanked councillors for their contributions and the lively debate of topics during the year.

The total amount raised for charity was announced at the end of the meeting.

The Mayor concluded his review of the year by thanking all who had supported him, including his family, friends, and the Town Hall staff.

## **548. CIVIC AWARDS 2025**

Awards were presented to the following individuals and organisations for their contribution to supporting and enriching the town, its residents, and visitors:

### a) Mayor's Awards 2025

Liss Coates, for running Pitstop for over 5 years, helping an average of 50-60 families daily. Working with a team of 27 volunteers she is inspirational she never gives up and always pushes to do more in the Community.

Elizabeth Day, as Felixstowe Ambassador for Breast Friends, Liz has been a passionate advocate and driving force, offering vital support to those in the town affected by breast cancer and raising awareness across the community.

Celia Page, for over two decades of dedicated service to the Old Felixstowe Community Association, leading its committee with passion and drive. Under her leadership, the centre has flourished—now hosting more than 40 local groups and serving as a vibrant hub for the community.

Christine Macintyre, for decades of dedicated voluntary coaching, inspiring and supporting hundreds of children and young people in their swimming journeys—giving countless hours each week to help them thrive in and out of the pool.

Tim Clarke, for Chairing the Landguard Fort Trust for the past 17 years, during which time he transformed Landguard Fort into one of Suffolk's most successful Heritage tourist attractions.

b) HMS Ganges Youth Trophy

Cdt. Sgt. William Farrow, for his outstanding commitment and rapid progression within the Felixstowe Air Cadets—demonstrating exceptional leadership, service, and dedication to the community.

c) The Community Award

Manna Pop-up Shop, held at Christ Church, Grange Farm, the Manna Pop Up Shop gives exceptional support to families and individuals in need— including providing food and quality clothing to 80–120 people every fortnight, and making a lasting difference in the local community.

#### **549. PRESENTATION TO MAYOR'S CHARITIES**

The Mayor announced that so far, a total of £24,722 had been raised in support of his two chosen charities: Breas Friends and The Landguard Trust.

#### **550. REPORTS FROM COMMUNITY STAKEHOLDERS**

The meeting noted the following reports received from community stakeholders:

- 356 Felixstowe Air Cadets
- Art on the Prom
- Breast Friends CIC
- Citizens Advice
- Compass
- Cuppa Repair Café
- Dora Brown
- Edible Felixstowe
- FACTS
- F-Cat Report from Two Sisters Arts Centre
- Felixstowe and District Council for Sport and Recreation
- Felixstowe Book Festival
- Felixstowe Carnival
- Felixstowe Coast Patrol
- Felixstowe Fairtrade Forum
- Felixstowe Museum
- Felixstowe Opportunity Group
- Felixstowe Radio
- Felixstowe Society
- Friends of Fairfield and Colneis
- Hamilton MAS Project WAVE
- Harwich Harbour Ferry
- Headway Suffolk

- Homestart Suffolk
- Ipswich Skating Club
- i-Woman
- Landguard Fort
- Level Two
- Lions - Christmas Lights
- Lions - School Gardens Project
- Little Hoppers Pre-School
- Memory Lane
- MP Report - Felixstowe Town Council 2025
- Music In Felixstowe
- Royal British Legion
- Salzwedel Association
- SARS
- Save the Children
- Sea Cadets Felixstowe
- Suffolk County Council
- Suffolk Mind
- Trinity Church
- WAMFest
- Wesel Association

#### **551. PUBLIC SESSION**

The Mayor reminded the meeting that this was the Annual Town Meeting for the civil parish of Felixstowe at which local electors could speak on any issue that they wished. The Mayor enquired whether any member of the public wished to raise any matters.

A Councillor thanked the Mayor and congratulated him on an excellent year.

#### **552. CLOSURE**

There being no other questions or comments the meeting was closed at 7.55pm. The Mayor invited all those present to join him in the school atrium for some light refreshments and an opportunity to browse the community stalls.

## **AGENDA ITEM 6: REPORTS FROM COMMUNITY STAKEHOLDERS**

Felixstowe is fortunate to have a vibrant and active community. To provide an overview of the year's activity, a variety of community stakeholders, including local charities and voluntary organisations, have been invited to provide a summary of their work, achievements, and challenges during 2025/26.

These reports provide a valuable insight into the diverse services and activities that support our town. We encourage all attendees and residents to read these accounts, which illustrate the dedication of those working to improve life in Felixstowe.

**How to view the reports:** All reports received in advance of the meeting are available to view online at: <https://felixstowe.gov.uk/meeting/annual-town-meeting-11/>

*A printed list of all contributing organisations will be made available at the meeting. We hope that attendees will take the opportunity to learn more about the work of these groups and, where present, speak with their representatives during the refreshments following the meeting.*

**Recommendation:** The meeting is asked to note the reports received from the community stakeholders and organisations for the 2025/26 year. The Town Council would like to thank all contributors for their time in preparing these reports and for their ongoing commitment to our town.