

FELIXSTOWE

TOWN COUNCIL



Annual Report 2015 - 2016

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Message from the Mayor of Felixstowe, Chairman of the Council



Welcome to the Annual Report of Felixstowe Town Council for the year 2015/16. This report shows how the Council spends its time and money and details some of the many events and activities that have taken place since last year.

The 16 Members of Felixstowe Town Council were elected on 7th May 2015 and I was privileged to be elected as your Town Mayor by my fellow Councillors at the Annual Council meeting held on 20th May. This was the fifth time that I have been given the honour to serve as your Mayor and I have been ably supported by the Deputy Mayor, Cllr Jan Garfield. The year has been an incredibly busy one for me, as well as all at the Town Council.

Looking back through the file of engagements for the past year has evoked some delightful memories. Composing this message also makes you realise that you are looking back on a year of your life – and how quickly that has passed.

It is a privilege to take on the role of Mayor of our lovely Town and every event that is attended in that capacity is special. There have been many anniversaries that have been celebrated during the year. These have included the 50th anniversary of Peewit Caravan Park, one of the most delightful holiday accommodation sites in Felixstowe. Felixstowe Area Community Transport (FACTS) provides transport for elderly and infirm residents in the area and celebrated their 25th anniversary this year. The Port of Felixstowe Port opened berths 8 and 9 at a windswept ceremony on the quay and also marked 50 years of the roll on/roll off service provided by DFDS. Bombay Nite celebrated 25 years of business in the town with a wonderful evening at Felixstowe Academy attended by over 300 people. Felixstowe ATC Cadet corps had its 75th birthday and included a parade and church service as well as a dinner which many of the Cadets attended. And finally on the anniversary list is Felixstowe Library which only very recently had its 50th birthday. The library is a multi-faceted resource in the Town and it is great to see its continuing success thanks to the dedicated staff and volunteers who work there.

The past year also saw a series of very special openings. The long awaited removal of the boarding over the windows of the Spa Pavilion heralded a very welcome re-opening of the theatre and restaurant. I was delighted to be at the opening show and to unveil a plaque in the foyer commemorating the occasion. I am sure we all wish the owners great success with the theatre and restaurant in the future. The long awaited opening ceremony denoting the end of the work to restore the Seafront Gardens to their original splendour took place in August last year. The weather was appalling for the occasion, but the significance of the event outweighed the discomfort of the wind and rain. The Gardens are magnificent and hardly a day goes by without someone commenting on how lovely they are now. Breheny, the company who carried out the work, have done a magnificent job and the Gardens

are proving to be a great attraction for visitors and residents alike. Speaking of magnificent workmanship brings me to the Bartlett. What a wonderful transformation has been wrought with the development there. Gipping Homes have created homes with a vista that is a pleasure to behold and it was a great moment for me, along with the Chairman of the County Council and Heather Blemings of Gipping Homes, to be raised to the chimney level of Cautley House to place some cement on the chimney to mark the occasion. It was an additional pleasure to perform the opening ceremony at Cautley House recently to mark the completion of the building work there.

Another very special opening was that of the new Premier Inn. This hotel is a much needed and welcome addition to the facilities here in Felixstowe and I, along with everyone else, watched the development of the building with great interest. The hotel opened for business in February, but the official opening ceremony took place in March and I was thrilled to be part of that occasion. It was good to see a contingent of children from Langer School at the opening and they thoroughly enjoyed the occasion and the lunch provided.

Finally in this section, I must mention The Laydens Community Centre in Langley Avenue. After a restructure in the management and some refurbishment work to enhance the facilities at the Centre a re-opening ceremony took place in March. I must pay tribute to the volunteers who man the Centre and provide excellent food at very reasonable prices for the customers who use it. There has been support from many Town Councillors for this venture and I hope this will continue in the future. Landguard Rotary also work closely with ABLE the overarching organisation for the Centre and have contributed physical as well as financial help to ABLE to create the welcoming environment that is now being enjoyed.

The numerous organisations and groups that make up the fabric of our Town once again provided a series of events that could be enjoyed by everyone. One of these includes Felixstowe Carnival. Despite a wet start to the event last year, the parade was huge and provided great pleasure to all onlookers. The Wesel visitors were a great hit with the crowds in their donkey costumes and I am pleased to say there will be a large contingent coming over again this year. The sun came out in the afternoon and the air display was enjoyed by thousands. In fact, the Saturday was a great success. Sunday, however, was a different story. The wind blew a gale, the rain lashed down and the Committee bravely took the decision to cancel all events including the fireworks. This was a huge blow to the organisation and I hope that this year the story will be completely different.

Art on the Prom as always a resounding success with again thousands of visitors and over 80 artists exhibiting their work - and the weather was good. Remembrance Day in November saw a large turnout of residents at the War Memorial and I was encouraged to see the high number of young people in attendance. The Army, Air Force and Navy were all represented by the three Cadet forces we have in the Town along with students from the Academy and some of the primary schools also playing their part. It is essential that we have young people committed to this particular event to continue the tradition of remembrance and all it signifies. Over the May Bank Holiday weekend my escort, Peggy, and I have attended the Historic Vehicle Rally and the Rotary Fun Run. There were over 600 vehicles on display this year for

the Vehicle Rally and it took hours for them all to get to Felixstowe and onto the promenade. Thousands of people were out on the prom enjoying the spectacle of all these lovely cars. The fun run had 525 entrants many of whom were children and they ran for an hour on a chilly Sunday morning raising funds for the Rotarians chosen charity – FACTS – as well as raising money for the charity or organisation they chose to support. Again, there were hundreds of supporters in attendance cheering everyone on.

The Lions once again created a winter wonderland in the Town for lighting up day at the end of November last year. Switching on the lights is a lovely moment and you can feel the bated breath as everyone waits to see if all the lights come on after the switch is thrown! Praise of the Lions for their continuing dedication to this event is huge, but we should never forget the hard work and commitment that goes into putting up, maintaining and repairing the lights that goes on all year.

December 2015 saw the introduction of an ice rink at Great Eastern Square. It was a great pleasure to see so many young people and families enjoying this free facility organised by the Town Council. The event was made possible with funding from the Town Council, the Coop (who also permitted the use of the square), District Councillors enabling budgets, and Felixstowe Youth Forum. It is hoped that this event will become an annual one – and I can tell you that it has been booked to return in December this year!

The Rotary Clubs, the Lions, Scouts, Guides, Churches, Clubs and other organisations that contribute to the life of the Town are numerous, but without them and the hundreds of volunteers who give their time the many events we all enjoy would not take place.

On to some special occasions around the civic role of Mayor. These include the Civic Service which last year was held at the Salvation Army Hall and attended by over 150 people. This service marks the beginning of the civic year and seeks to bless the Mayor and the Council for the coming year. The next event was the Civic Reception which was held at Felixstowe Academy following on from the success of Councillor Graham Newman's similar event the year before. I cannot praise highly enough the Academy and its staff for all the help and support that was provided to make the reception such a success.

I have a close association with Felixstowe International College and it was whilst attending prize giving and the Concert that followed that the idea of holding my Civic Concert at the College was born. Again the staff and students provided an audience of some 120 people with an enchanting evening of entertainment and the sum of £1,000 was raised that evening for my chosen charities.

The civic visit to our twin town of Wesel took place at the end of October and it was especially enjoyable last year as our Town Clerk and his wife were able to join us and they enjoyed their first visit to Wesel very much. A reciprocal visit from the Burgermeisterien Ulrika Westkamp and her colleague Hannah Eckhardt took place in April when along with other visitors from Wesel they came to Felixstowe on an exchange visit. The twinning with Wesel continues very successfully as does the partnership with Salzwedel. Sadly, because of civic problems in Salzwedel there

has been no official visit to Felixstowe this year. However, I must pay tribute to both the Wesel and Salzwedel associations and the members of these two organisations who keep the spirit of twinning very much alive.

Other Mayoral charity events included the Curry Night at Bombay Nite and, for the first time, a Mayor's Charity Quiz night at the Half Moon public house. My thanks to everyone who helped with both those events and made them such a success

The final big civic occasion was the Mayor's Ball in April. We made the decision to move the venue from the Orwell Hotel to the Academy earlier in the civic year based on the success of the Bombay Nite event I have already mentioned. Once again the staff and students transformed the atrium area into a glittering scene and 152 attendees were treated to a great evening. The businesses in the Town along with individuals and organisations donated 180 prizes for the tombola and £1,500 was raised on the night itself. I cannot thank the staff and students at the Academy enough for their support and help with this event. Thanks also to all my colleagues who have attended any of these events for their support. It is very welcome.

The events Peggy and I attended were wide ranging and highlights included Felixstowe in Flower awards evening. This event is the culmination of a combined effort across the town of gardeners and allotment holders, schools and traders in making Felixstowe a floral delight during the summer months. A huge thank you to Sue Faversham here at the Town Council for her hard work and commitment to this event.

Visits to all the nursing and residential Homes in the Town were a large part of the run up to Christmas. The care given to all the residents in the homes we visited is exceptional, although some of the visits were highly emotional for us both for varying reasons. The staff who work in all the homes are to be complimented on their devotion and care in their roles. We attended an Awards night at Bucklesham Grange Care Home where staff were recognised and recommended for various awards by the residents and other staff. It was good to see this form of recognition being given to devoted staff members.

A visit from a Kenyan Fairtrade farmer to Felixstowe in March marked a highlight in the history of the Felixstowe Fairtrade Forum. It was a pleasure to host a breakfast meeting in this Council Chamber for some 50 people who came to meet and listen to Patrick the Kenyan farmer and hear about his work and the benefits of being part of Fairtrade for his community.

Amidst all the enjoyment have been moments of sadness. The sudden death of Phil Hadwen sent shock waves through our community. However, at the end of April his widow Gill unveiled a memorial plaque to Phil in the lovely shelter in the Town Hall gardens. This is a lasting tribute to a man who contributed so much to the life of the Town which he loved.

The final civic event was the Civic Awards evening. This took place last week and after a very difficult selection process seven people were chosen to receive the award this year. It was a great pleasure for me to host this event and to be able to publicly acknowledge the work of the award winners in their community. It was also

the evening when I was able to hand over cheques to my chosen charities for the year which were Felixstowe CAB and TS Landguard Sea Cadet unit. These cheques represented the efforts of many people in fund raising over the foregoing year.

There have been so many highlights during the year and I am sorry I cannot mention them all in this report. However, I must praise once again all the organisations that make up the fabric of the Town, the volunteers, helpers and supporters who are involved with these groups. Felixstowe would be a sorry place without them all.

The Town Council is very lucky to have our Town Clerk, Ash Tadjrishi, who has transformed the way in which the Council works. Our partnership working with Felixstowe Forward, Landguard Partnership and the District and County Councils is enhanced by his commitment and ideas. Ash is supported by a devoted and loyal staff in Lorna Monsen, Debbie Frost, Sue Faversham, Rosemary Jones and Sarah Morrison. Elaine, Tom, Roy, Roger, Percy, Ross and Carole complete the Council team and I am sure you will join me in thanking them all for their hard work on our behalf.

Finally, personal thanks to my Escort Peggy Osborne. Peggy has been in this role on 4 occasions over a number of years and has carried out her duties in a dignified and diligent manner. It is not easy playing second fiddle to someone – but she does so in her own inimitable way and I and the Town should be very grateful to her for her dedication. My loving thanks to “my bag lady”.

To my Deputy Mayor, Jan Garfield my grateful thanks for her support in that role. Jan will, I know, carry on the role as Mayor in the coming year in her own way, but will do so using her leadership skills and knowledge.

It has also been a pleasure to lead a new Council. The new members who have joined the Council have brought with them varied and different skills and experience. I wish you all well in the coming years and look forward to seeing some of you in the role of Mayor in the future. I am sure you will join with me in the commitment that as members of Felixstowe Town Council we continue to build upon our present success and work towards an even more successful future.

Yours,



Cllr Doreen Savage, MBE
Felixstowe Town Mayor 2015/16

Finance & General Purposes Committee

Chairman: Cllr Graham Newman

Council's Finance & General Purposes Committee is responsible for monitoring the Council's finances and reviewing matters relating to policy and governance. In addition to these fundamental responsibilities, in 2015/16 the Committee has considered a number of other matters:

Audit and Accounts

Accounts for the year ending 31 March 2015 were reviewed by Committee and the annual return for that year was submitted to the Council's external auditor. The Audit Report was presented to Full Council on 11th November 2015 and confirmed that Council had met its obligations in accordance with proper practices. Copies of the audit report and Annual Return for 2014/15 were published online and are available to view at www.felixstowe.gov.uk

The 2015/16 Audit will be undertaken by BDO in July 2016, and the audited accounts for 2015/16 will be available from September 2016.

Each quarter the Finance and General Purposes Committee considers an Internal Audit report and agrees any recommended actions. In 2015/16, the Internal Auditor has found Council's procedures to be all in order and made some helpful recommendations.

Budget and Precept

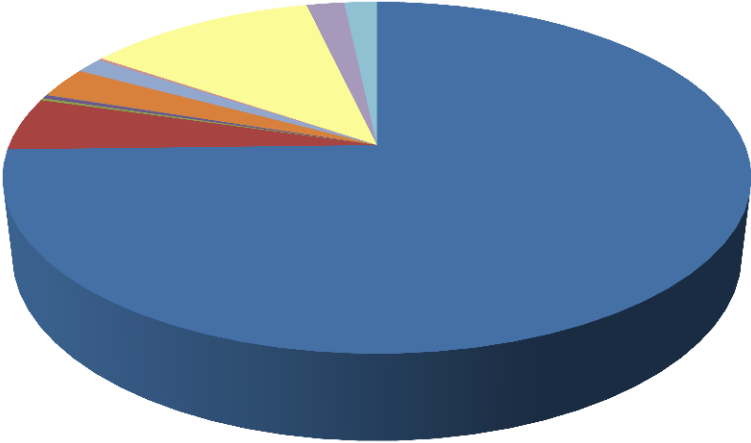
Committee considered detailed income and expenditure reports to review the performance of Council's budget. For 2015/16, overall income was slightly higher than expected and, accounting for in-year savings and underspends, the budget has delivered a small surplus.

By balancing its budget effectively, Felixstowe Town Council was able to agree a zero increase to its portion of the council tax for the forthcoming financial year 2016/17, the equivalent of just under £1.30 per week (£67.35 per year) per band D property. This equates to around 4% of the total council tax paid by Felixstowe ratepayers. The remaining 96% is divided between Suffolk County Council, Suffolk Coastal District Council and Suffolk Constabulary.

| | 2014/15 Actual | 2015/16 Actual | Budget 2016/17 |
|--------------------------------------|----------------|----------------|----------------|
| Opening Balance | £733,535 | £867,611 | £930,888 |
| (of which Earmarked Reserves) | (£664,140) | (£726,387) | (£718,864) |
| Total Income | £692,355 | £700,192 | £669,339 |
| Total Expenditure | £558,279 | £636,915 | £626,720 |
| Closing Balance at 31 March | £867,611 | £930,888 | £973,507 |
| (of which Earmarked Reserves) | (£683,501) | (£676,245) | (£718,864) |

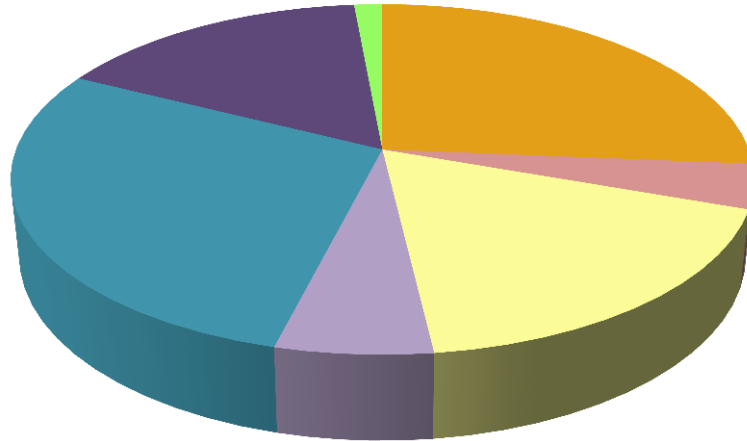
The level of Council's Earmarked Reserves is assessed at least once annually in order to ensure provisions are in place to meet expenditure requirements of known future projects and any unexpected contingencies wherever possible.

Sources of Income 2015/16



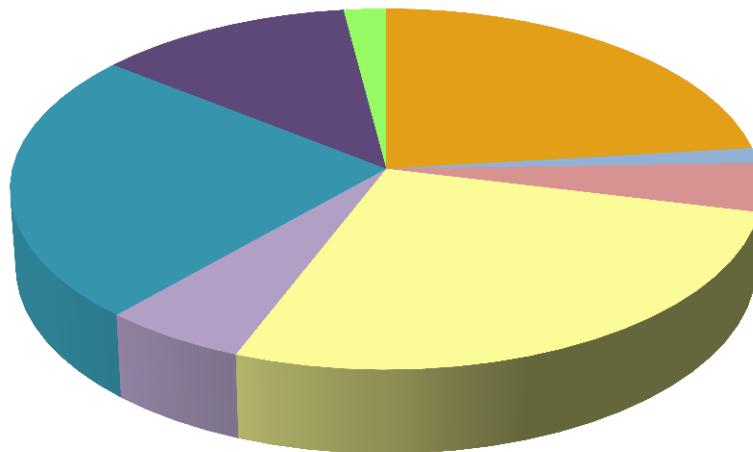
- Precept, £522,361 (75%)
- Transition Grant, £34,160 (5%)
- Agency Income, £1,500 (<1%)
- Bank Interest Received, £2,210 (<1%)
- Misc Income, £247 (<1%)
- Town Hall hirings, weddings, leases, £19,741 (3%)
- Walton Community Hall hirings, £10,028 (1%)

Net Expenditure 2015/16 (Actual)



- Town Hall, £53,542 (26%)
 - Broadway House, £8,309 (4%)
 - Cemetery, £36,061 (18%)
 - Allotments, £11,878 (6%)
 - Civic & Community, £57,929 (29%)
 - Grants, £32,800 (16%)
 - Felixstowe in Flower, £2,936 (1%)
- (In 2015/16 Walton Community Hall received a net income of £2,581)

Net Budget 2016/17 (Estimate)



- Town Hall, £61,894 (23%)
- Walton Community Hall, £3,731 (2%)
- Broadway House, £11,576 (4%)
- Cemetery, £72,444 (27%)
- Allotments, £15,037 (6%)
- Civic & Community inc Christmas Lights, £64,939 (24%)
- Grants, £32,800 (12%)
- Felixstowe in Flower, £5,450 (2%)

Local Councils Award Scheme

The Local Councils Award Scheme was launched on 6 January 2015 - replacing the Quality Parish and Town Council Scheme, to which Felixstowe Town Council had been accredited. The new scheme was set up to celebrate the successes of the very best local councils, and to provide a framework to support all local councils to meet their full potential. As a Quality Council, Felixstowe Town Council was automatically awarded the Foundation Award and is now working towards achieving the Gold award. The award will demonstrate how this Council is at the forefront of best practice, with the highest standards of governance, community leadership and council development.

Council Business Plan 2016-2020

Committee has been working on a first Business Plan for Felixstowe Town Council, which is being developed to span the four years from 2016 to 2020. To assist with the formulation of the Business Plan, each committee has been considering potential objectives, in line with known local priorities. Approval and adoption of the Business Plan will be considered by Council following further public consultation.

Cycling on the Prom

In response to a referral from Council's Highway Advisory Committee, F&GP Committee considered the byelaw prohibiting cycling on the prom and the Town Council subsequently made a formal request to Suffolk Coastal District Council to remove the notices and consider permitting and promoting safe and considerate cycling on the prom on a permanent basis. SCDC are currently addressing this request and launched a public consultation in April 2016 to seek views from the community on the issue.

Community Emergency Plan

A small Working Group to develop a Community Emergency Plan (CEP) for Felixstowe was formed in 2016 which will report back to Finance & General Purposes Committee. The scope of the Working Group is to draft a CEP in order to help the community prepare for an emergency and reduce its impact. It will do this through identifying local resources which may be able to be used by appropriate agencies in emergency situations and also to consider business continuity for the Town Hall in emergencies.

Other Work by the Committee

Throughout 2015/16 Committee conducted regular policy reviews to ensure Council's continued good governance. This has also helped Council move with the times in an assured way – for example enabling the secure payment by online banking wherever possible.

Following discussion on enhancing provisions for community engagement, it was proposed and agreed that a public participation session, as per Ordinary Council meetings, should be included prior to formal business at the outset of each ordinary meeting of Council's main four Committees (F&GP, A&S, C&C, P&E). These recommendations are to be made to Annual Council in May.

Assets & Services Committee

Chairman: Cllr Nick Barber

Council's Asset & Services Committee manages and monitors Council's land and property assets. Over the course of the year Committee has been involved in several key projects:

Cemetery

A new Memorial Garden and urns burials section was recommended by the Committee and approved by Council. The Memorial Garden will include a bespoke metal tree with inscribed memorial leaves for the tree, rose beds, hedging, granite edging stones and plaques.

New Cemetery signs are being installed and roadways are being repaired.

Allotments

The Town Council manages five allotment sites in Felixstowe:

| | |
|--|-----------|
| Cowpasture, Candlet Road, IP11 9AZ | 281 plots |
| Ferry Road, IP11 9TP | 92 plots |
| Railway Hill, Coronation Drive, IP11 2NU | 42 plots |
| Cemetery Field, Langley Avenue, IP11 2ND | 41 plots |
| Taunton Road, IP11 9AX | 18 plots |

A positive partnership between Council and the Felixstowe Society of Allotment Leisure Gardeners (FSALG) has resulted in considerable improvements to the roadways at Cowpasture and Ferry Road and successful open days at the Allotments.

The principle of making a separate charge for water usage to allotment holders was reviewed and a simpler rental fee was introduced to include use of water. In reviewing the allotment fees, Committee agreed to that a discount of 40% off the annual allotment should be offered to pensioners and the long-term unemployed.

Pro-active work by Council staff to clear and rotavate vacant plots and introduce the use of weed suppressant geotextile material is beginning to minimise the need for repeated maintenance.

Town Hall

As the custodian of this historic local asset, the Council continues to invest in the preservation of the Town Hall. To this end, during the year, repair and renovation works have been carried out and the Town Hall was spring-cleaned in anticipation of the increased bookings for the approaching wedding season. Work was carried out to refresh the paintwork and woodwork in the ground floor lobby, communal areas and toilets with the aim of improving the internal appearance of the building and a wooden rear fire door was also replaced.

During external brick repair work it was discovered that front wall, which is of cavity construction, has suffered over time from erosion to the internal mortar. Professional advice confirmed that Council needs to take some action in the early part of 2016/17

to protect the building whilst a longer-term solution is considered. The work being recommended involves shoring up the brick piers between the first floor windows, rebuilding a small brick panel in the attic and replacing cracked glazing.

Once this work is completed and in the next few years, Council will need to consider options for the long-term preservation of the structure. Whilst this will undoubtedly involve some disruption to operations at the Town Hall, and funding, Council is well-placed to achieve this objective in a properly planned way

Hiring and Weddings

Fees and charges for the hire of rooms and the community hall were reviewed and considered following a cost comparison with other local and similarly sized community halls and wedding venues. A sessional hire rate at both Walton Hall and the Town Hall was introduced to help with the cost of regular and/or longer bookings.

Walton Community Hall

The suspended wooden floor at the Hall was refurbished, stripped and re-varnished to improve its durability. New signage for the building was recently purchased and will be installed soon. The introduction of a session rate for those looking for a longer event is proving to be a success.

Broadway House

Committee noted that the existing name plates for the building were badly weathered and approved their replacement with some modern signage. Felixstowe Old People's Welfare Association (FOPWA), who let the building from the Town Council, continue to provide a highly popular service with a warm welcome.

Peewit Hill

Some local interest has been showing in turning this small area of land owned by the Town Council in to a community urban nature reserve and Committee will consider how best to support this aspiration in due course.

Flood Memorial, Langer Road

Town Council staff carried out some sensitive enhancements to this memorial space to protect it from encroachment by cars and dogs. The work involved erecting a small ornate metal fence around the front of the Memorial to mark it as a contemplative space. A gap in the centre provides access for visitors to the bench located there.

Civic & Community Committee

Chairman: Cllr Doreen Savage

Council's Civic & Community Committee meets to consider civic functions, community engagement, partnership working and grants.

Council Communications – going digital

Committee considers how the Council can best communicate with its residents. In May last year a new website for the Town Council was launched and improvements continue to be made. Council's efforts were recognised by the Suffolk Association of Local Councils, being awarded 'Website of the Year' at its Annual General Meeting on 19th November 2015. The judges had commented on the abundance of information available, the number of features and the clean, eye-catching layout. A digital rosette highlighting the award was provided and is displayed on the website. The Council also received a cheque for £100. A competition will be launched in 2016 to find a new background image for the website with £100 awarded to the winning entrant and their image or photo used on the site.

A policy for the use of Social Media was introduced and Council tweeted its first message on 28 May 2015 from its [@FelixstoweTC](#) Twitter account. Our Facebook page www.facebook.com/FelixstoweTownCouncil is used alongside Twitter to provide up to the minute information about the Town Council, its partners and links to Council meetings and agendas.

Council Communications – remaining accessible

Council's increased use of digital formats has not diminished our use of more traditional media. Our bi-monthly newsletter continues to be delivered to all households in Felixstowe, is printed in full colour and details future events and town council initiatives. Details of all Town Council Meetings and forthcoming events are also displayed on the noticeboard outside the Town Hall. When possible we also endeavour to promote charitable events on the noticeboards inside the Town Hall. The Council also engages closely with local newspapers, providing news releases and copies of all agendas in advance of meetings. The press regularly attend Council meetings.

Members of the public are welcome at all Council and Committee meetings and following a recent review of its Community Engagement Strategy, a public participation session at the start of each meeting will be introduced from 2016/17.

Grants 2015/16

Felixstowe Town Council is committed to supporting and strengthening the many networks and community groups that help to make a positive difference to Felixstowe as a place to live, work and visit. Through its Annual and Occasional Grants scheme, the Town Council was able to support an increased number of local organisations and projects during 2015/16.

A total of £32,800 was awarded as follows:

| Organisation | Grant awarded |
|---|----------------------|
| 6 th Old Felixstowe Scout Group | £1,845 |
| Able Felixstowe | £1,000 |
| Art on the Prom | £900 |
| Black & White Productions | £500 |
| Citizen's Advice Bureau | £1,500 |
| Felixstowe and District Horticultural Society | £150 |
| Felixstowe Area Community Transport Ltd | £2,000 |
| Felixstowe Book Festival | £300 |
| Felixstowe Carnival | £500 |
| Felixstowe Council for Sport and Recreation | £200 |
| Felixstowe Dementia Action Alliance | £1,000 |
| Felixstowe Ferry Boatyard | £200 |
| Felixstowe Friendly Visiting Service | £500 |
| Felixstowe Hockey Club | £1,290 |
| Felixstowe Radio & TV | £575 |
| Felixstowe Sea Angling Society | £200 |
| Felixstowe Volunteer Coast Patrol Rescue | £1,500 |
| Felixstowe & Corinthians Youth Cricket Club | £540 |
| Felixstowe/Harwich Ferry | £1,000 |
| Landguard Fort | £1,000 |
| Landguard Partnership | £1,000 |
| Level Two Youth Project | £11,000 |
| Music in Felixstowe | £1,000 |
| Old Felixstowe Community Association | £500 |
| Salzwedel Twinning Association | £200 |
| Suffolk Accident Rescue Service (SARS) | £350 |
| The Hope Trust | £350 |
| The Lions Club of Felixstowe | £1,500 |
| Wesel Twinning Association | £200 |
| Total Grants | £32,800 |

Details of all Grants are highlighted in the Council's newsletter and listed on the website.



Photo: 6th Old Felixstowe Scout Group receiving their grant cheque from the Mayor of Felixstowe for three new tents.

Sport and Recreation

Following a consultation with residents on a new role for the former donkey trail, Felixstowe Town Council and Suffolk Coastal District Council worked together to provide an outdoor facility with funding from the Outdoor Play Space Fund. Over 260 people responded to the consultation and a Trim Trail option emerged as a narrow favourite. The Trim Trail was completed and opened to the public during April 2015.

Committee recently reviewed project proposals from Felixstowe's Hockey, Cricket, Rugby and Football clubs, endorsing these for further funding from SCDC.

Street Furniture

Two new bins (a litter bin at the Trim Trail on Sea Road and a Fido dog waste bin at the junction of Maybush Lane/Foxgrove Lane) and a bench at the Gosford Way green have been provided this year.

Civic Awards 2016

The Town Council was proud to recognise contributions to the community made by individuals, young people and local organisations at its annual Civic Awards evening, this year held at the Town Hall on Wednesday 4th May 2016.

Seven local people were presented with the Mayor's Award for their contribution to the community in 2015/16, they were:

Julie Bellamy: Secretary of Felixstowe Carnival Association for over 6 years.

John Brooking: Treasurer of 8th Felixstowe Scout Group for over 23 years.

Tom Harden: Volunteer to FACTS for over 16 years.

Owen Hooker: For outstanding contributions to the Sea Cadets, Mencap, FACTS and on the community committee of the Rotary Club of Landguard.

Angie Smith: Organises and is part of a team which takes Christian services into local Residential Homes.

Colin Tod: For being an active member for over 20 years for the Felixstowe History & Museum Society

Frederick Walkden: Chairman of 8th Felixstowe Scout Group for over 23 years

Peggy Osborne was awarded a special Mayor's Award for her support as Mayor's Escort on 4 separate Mayoral years.

Joe Long, who represented the UK at the Scout World Jamboree and who will soon be receiving a Young Achiever Award from Buckingham Palace, was presented with the prestigious HMS Ganges Youth Trophy; awarded each year to a local young person (or organisation supporting young people) in Felixstowe. Certificates of Merit were also presented to **Beth Fitchett, Level2** and **Victoria Walker** in recognition of their contributions to the town.

The Community Award, which recognises the contribution to the community by a local organisation was presented to **Old Felixstowe Community Association**.

At event the Mayor of Felixstowe announced that she had raised a total of £6,250 during her Mayoral year for her two charities, Felixstowe Citizens' Advice and Felixstowe Sea Cadets, and presented and a cheque to each for £3,125.

Fairtrade Forum

Felixstowe is a Fairtrade town and the Town Council supports the local Fairtrade Forum. In March 2016 the Town Council hosted a breakfast meeting for the Fairtrade Forum, representatives from local businesses and schools. A tea farmer from Kenya visited the town and gave a talk on the importance of Fairtrade to those who attended.

Felixstowe in Flower

The year marked the 30th Anniversary of Felixstowe in Flower. The annual event began back in the summer of 1985 and was designed by the Town Council to involve the whole community in making Felixstowe a more beautiful place. A variety of free to enter competitions are open to residents and businesses in the town.

Competitions include private gardens, allotments, floral containers, commercial premises, residential homes, public houses, hotels and guest houses.

Judging took place during the summer and prizes were awarded to the best entries in all the competition categories at the Felixstowe in Flower Awards ceremony in September at Felixstowe Academy.

To provide and maintain all the flowers, tubs and baskets for the event costs just under £10,000 and any donations or sponsorship goes towards mitigating these costs. A total of £6,133 was received in 2015/16 towards the event.

The Port of Felixstowe has always been a strong supporter of the event, and a very welcome donation of £2,000 was received this year from the East of England Co-op, who also provided Sunflower seeds for all the school children to participate in the Tallest Sunflower competition and growbags for the schools competition.

CCTV

The Town Council manages the maintenance of the CCTV cameras. Hardware replacements under contract have improved the stability and responsiveness of the CCTV system and six further cameras, purchased by the District Council, were installed at various locations within the Seafront Gardens area. Volunteers are now able to effectively monitor all 15 cameras at the same time.

Community Public Access Defibrillators

Committee oversaw the provision of a Community Access Public Defibrillator (cPAD) which was installed on the external wall of the library. With thanks to the Rotary Club of Felixstowe, who provided funding for the initiative, the Town Council purchased and installed two additional cPADS: externally at Felixstowe Leisure Centre and at the public toilet block at the car park on Sea Road/end of Beach Station Road.

Flag Flying

Council participated in a national celebration of Commonwealth Day by raising the Commonwealth flag in March 2016 and a flag pole is planned to be installed beside the Town Hall for future flag-flying occasions.

Ice Rink

Council approved the recommendation of the Committee for a synthetic ice rink and other attractions at Great Eastern Square in the lead up to Christmas 2015.

Funding for the rink was approved via Council's Community Fund Earmarked Reserve and the Youth Forum budget, supported by sponsorship received from the East of England Cooperative and donations from several Suffolk Coastal District Councillors via their Enabling Communities budgets. The event was well-received and the Town Council has already approved similar provisions for December 2016.

Planning & Environment Committee

Chairman: Cllr Andy Smith

Council's Planning & Environment Committee meets as a statutory consultee of the planning authority, to consider all planning applications received from Suffolk Coastal District Council and make recommendations on behalf of the Town Council. The Planning & Environment Committee also has the responsibility to respond to consultations on matters relating to planning or the local environment.

Planning Applications

During 2015/16 the Planning & Environment Committee considered 155 local planning applications. Of the decisions made by the planning authority over this time, Committee noted that in 97% of cases (146 of 150 reported applications) Suffolk Coastal District Council has agreed with the recommendation of the Town Council's Planning & Environment Committee.

Consultations

The development of Suffolk Coastal District Council's Area Action Plan for the Felixstowe Peninsula has been achieved with significant input from the Town Council and local residents. This Area Plan provides a suite of local planning and development policies as part of the District's Local Plan.

Committee was also instrumental in reviewing Suffolk Coastal District Council's proposals for further delegating the determination of planning applications to its officers, resulting a more practical arrangement for local representation to be heard.

Other Committees

Highways Advisory Committee

The Highways Advisory Committee meets to consider highways matters in the Felixstowe area. The Committee is a partnership of members of the Town Council, Suffolk County Council and Suffolk County Highways.

Personnel Committee

Personnel Committee considers matters relating to the recruitment and management of the Council's employees, oversees the management of Health & Safety and the Council's corporate responsibilities as an employer such as reviewing and approving personnel-related policies and procedures.

Youth Forum

Felixstowe Youth Forum is a multi-representative group of young people nominated by school councils and youth projects in Felixstowe. The Forum meets regularly with local Councillors and other local stakeholders at the Town Hall and meetings are chaired by the young people themselves on rotation basis. Debate is encouraged to enable a young person's perspective to be placed on issues which they themselves bring up and which are fed back to the local schools.

Felixstowe Town Councillors

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*Denotes: Suffolk Coastal District Council Member as well as Town Councillor

**Denotes: Suffolk County Council Member as well as Town Councillor

Council & Committee Meetings 2016/17

| | 9.15am | 7.30pm |
|-------------------------|------------------------|---|
| Wed, May 11, 2016 | | Annual Town Meeting 7pm followed by Annual Council 7.30pm |
| Wed, May 18, 2016 | Planning & Environment | |
| Wed, May 25, 2016 | | Finance & General Purposes |
| Wed, June 01, 2016 | Planning & Environment | Assets & Services |
| Wed, June 08, 2016 | | Full Council |
| Wed, June 15, 2016 | Planning & Environment | Civic & Community |
| Wed, June 29, 2016 | Planning & Environment | |
| Wed, July 13, 2016 | Planning & Environment | Full Council |
| Wed, July 27, 2016 | Planning & Environment | Finance & General Purposes |
| Wed, August 10, 2016 | Planning & Environment | |
| Wed, August 24, 2016 | Planning & Environment | |
| Tue, September 06, 2016 | | Highways Advisory (2pm) |
| Wed, September 07, 2016 | Planning & Environment | Assets & Services |
| Wed, September 14, 2016 | | Full Council |
| Wed, September 21, 2016 | Planning & Environment | Civic & Community |
| Wed, September 28, 2016 | | Finance & General Purposes |
| Wed, October 05, 2016 | Planning & Environment | |
| Wed, October 12, 2016 | | Personnel |
| Wed, October 19, 2016 | Planning & Environment | Civic & Community |
| Wed, November 02, 2016 | Planning & Environment | Assets & Services |
| Wed, November 09, 2016 | | Full Council |
| Wed, November 16, 2016 | Planning & Environment | |
| Wed, November 23, 2016 | | Finance & General Purposes |
| Wed, November 30, 2016 | Planning & Environment | |
| Wed, December 14, 2016 | Planning & Environment | Civic & Community |
| Wed, January 11, 2017 | Planning & Environment | Full Council |
| Wed, January 25, 2017 | Planning & Environment | Finance & General Purposes |
| Wed, February 01, 2017 | | Assets & Services |
| Wed, February 08, 2017 | Planning & Environment | |
| Wed, February 15, 2017 | | Civic & Community |
| Wed, February 22, 2017 | Planning & Environment | |
| Tue, March 07, 2017 | | Highways Advisory (2pm) |
| Wed, March 08, 2017 | Planning & Environment | Full Council |
| Wed, March 22, 2017 | Planning & Environment | Finance & General Purposes |
| Wed, April 05, 2017 | Planning & Environment | Assets & Services |
| Wed, April 12, 2017 | | Personnel |
| Wed, April 19, 2017 | Planning & Environment | Civic & Community |
| Wed, May 03, 2017 | Planning & Environment | |
| Wed, May 10, 2017 | | Annual Town Meeting 7pm followed by Annual Council 7.30pm |

For more information and resources, please visit our website at www.felixstowe.gov.uk which provides details of all of our services and facilities, information about Town Councillors, Council committees, meetings, agendas, minutes, policies, contact information and Council news.
