

**MINUTES** of the **CIVIC & COMMUNITY COMMITTEE** meeting held at Felixstowe Town Hall on **Wednesday 19 September 2018 at 7.30pm**

**PRESENT:** Cllr D Savage (Chairman) Cllr P Coleman  
Cllr S Wiles (Vice-Chairman) Cllr S Gallant  
Cllr S Bloomfield Cllr T Green

**OFFICERS:** Mr A Tadjrishi (Town Clerk)  
Mrs D Frost (Deputy Town Clerk)

**IN ATTENDANCE:** Fiona Palmer, Service Lead for Mental Health and Wellbeing, BSEVC

**235. PUBLIC QUESTIONS**

There were none.

**236. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr C Barham, Cllr Jon Garfield, Cllr Mark Jepson** and **Cllr K Williams**.

**237. DECLARATIONS OF INTEREST**

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr S Bloomfield Cllr P Coleman Cllr S Gallant Cllr T Green Cllr D Savage	All	Local Non-Pecuniary (as Members of Suffolk Coastal District Council)
Cllr D Savage	242	Local Non-Pecuniary (as Chairman to Citizen's Advice Bureau, Member & Council representative to Felixstowe & District Council for Sport & Recreation and member of Fort Trust)

**238. REQUESTS FOR DISPENSATION**

There were none.

**239. CONFIRMATION OF MINUTES**

**RESOLVED** that the Minutes of the Civic & Community Committee meeting held on 20 June 2018 be signed as a true record.

## **240. CIVIC & COMMUNITY BUDGET REPORT**

The Committee considered a summary and detailed report showing income and expenditure against budget to 12 September 2018.

A brief update was given for the recent Felixstowe in Flower awards ceremony. A member requested figures for the number of trophies which are engraved detailing the number of sponsors received for the engraving.

Members gave thanks to Sue Faversham for her hard work in organising Felixstowe in Flower and to Shaun Congi for working the Powerpoint projection.

**RESOLVED that the Budget Report to 20 September 2018 be received and noted as presented with no other action required at this time.**

## **241. BSEVC – OCCASIONAL GRANT APPLICATION**

Fiona Palmer, Service Lead for Mental Health and Wellbeing, BSEVC presented to Committee an update on their plans, grant application and answered questions from Members. BSEVC originally stood for Bury St Edmunds Volunteer Centre, although the office is in Bury St Edmunds the group provides community transport and projects for family carers, dementia and mental health throughout the county. The group ran a successful project at the Town Hall for carers last year and is looking for funding for a project in Felixstowe called Creative Moments to provide upskilling and art therapy sessions to carers. The sessions will include signposting, support and advice.

A Facebook page has been set up called [Felixstowe Family Carers Activities \(BSEVC\)](#) to reach out to members of the community who would benefit from this.

Fiona Palmer left the meeting, so Members could discuss the application made at the last round of occasional grants. In order to obtain more definition Members agreed to give half of the occasional grant requested, £783 now, with an additional payment of £783 ring-fenced, pending the outcome of a 4-6 month review. Members would like feedback on how the Creative Moments project is progressing by 13 February in preparation for the meeting of Civic & Community on 20 February 2019. The update should include details of the numbers attending the Creative Moments classes and some demographic data about the people they are reaching – e.g. some basic (non-personal) information about whether the attendees are predominately family carers, dementia or other mental health sufferers etc.

**RESOLVED that the occasional grant for BSEVC be paid in two instalments of £783. The second payment to be ring-fenced, pending the outcome of a review at the Civic & Community meeting on 20 February 2019.**

## **242. ANNUAL GRANTS AND COMMUNITY FUND PROJECTS 2019/20**

Committee considered applications for on-going funding support from a number of local partner organisations.

**It was RESOLVED that at this stage the following should be included as part of the recommendations for the 2019/20 budget:**

### **As Annual Grants:**

	<b>2019/20</b>
Art on the Prom	£2,000
Book Festival	£2,000
Citizen's Advice Bureau	£2,500
Felixstowe Carnival	£2,000
Felixstowe Council for Sport and Recreation	£ 200
Felixstowe Volunteer Coast Patrol Rescue Service	£1,500
Landguard Fort	£1,000
Wesel Twinning Association	£ 200
Salzwedel Twinning Association	£ 200
<b>Total</b>	<b>£11,600</b>

### **As Partnership Projects:**

	<b>2019/2020</b>
Level Two	£10,000
Landguard Partnership	£ 1,000
Harwich Harbour Ferry Services Partnership	£1,000
Felixstowe Forward ( <i>year 2 of 3</i> )	£20,000
PSCO ( <i>provisional – TBC – yr 1 of 2</i> )	£34,000
<b>Total</b>	<b>£66,000</b>

## **243. CCTV REPORT Q1 2018/19**

Committee considered a report on CCTV, and received an update on the recent meeting held at the police station.

The Clerk informed committee that the current CCTV contract is due for renewal in the year 2019/20. The CCTV provider is currently working on indicative options, and SCDC will be contacted to confirm that they wish to continue with the cameras in the Seafront gardens on the current 6/15<sup>th</sup>s cost basis.

**RESOLVED that the Q1 2018/19 CCTV report be noted as received.**

#### **244. REMEMBRANCE 2018**

Members received the report on plans for the Centenary Remembrance 2018. Arrangements for the Remembrance events and in particular the 'Felixstowe Remembers and Battles Over Beacon Lighting' event were progressing well. Members noted that a beacon has been purchased with a design to commemorate the event with the motif WWI 1914-18 round the circumference.

Members were reminded about the Armed Forces Weekend Legacy Grant Fund, and asked to encourage any organisation planning events for Remembrance to apply for the available funding.

**It was RESOLVED that the Centenary Remembrance 2018 update report be noted.**

#### **245. SUFFOLK DAY 2019**

Members considered the report on Suffolk Day 2019, and the discussed the previous Suffolk Day 2018 which was held at the Town Hall and offered tea and cake to members of the public.

Committee agreed that Suffolk Day 2018 was so successful it should be repeated for 2019 on the same basis, raising the St Edmunds flag again.

**RESOLVED that members add Suffolk Day to their diaries and a short report be brought to the Civic & Community Committee 17 April to confirm the details.**

#### **246. 45<sup>th</sup> ANIVERSARY OF WESEL TWINNING IN 2019**

Members noted the report on the 45<sup>th</sup> Anniversary of Wesel twinning in 2019, and agreed it was a great opportunity to involve the town in a community event. The annual grant requested by the Felixstowe Wesel association was for £200, and details of Council's occasional grant including an application form have been sent to the association. The association will be encouraged to apply for an occasional grant to request funding assistance for a community event.

**RESOLVED that the Twinning report be noted, and Wesel Association be contacted to encourage a community event to celebrate the 45<sup>th</sup> Anniversary.**

#### **247. CLOSURE**

The meeting was closed at 9.35pm. The next meeting was noted as being scheduled for Wednesday 17 October 2018 at 7.30pm.

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Date: \_\_\_\_\_

Chairman: \_\_\_\_\_