

**MINUTES of the CIVIC & COMMUNITY COMMITTEE meeting held at Town Hall,
Felixstowe on Wednesday 19 January 2022 at 7.30pm**

PRESENT: Cllr S Wiles (Chairman) Cllr M Morris
Cllr D Savage (Vice-Chairman) Cllr G Newman
Cllr D Aitchison Cllr M Richardson
Cllr S Harkin

OFFICERS: Mr A Tadjrishi (Town Clerk)
Mrs D Frost (Deputy Town Clerk)
Mrs S Faversham (Civic Events Officer – *via Zoom*)
Ms H Miles (Communications Apprentice – *via Zoom*)
Mrs J Smith (Administration Assistant – *via Zoom*)

IN ATTENDANCE: 2 Members of the public (*via Zoom*)

328. PUBLIC QUESTION TIME

There were none.

329. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Clr S Gallant** and **Clr K Williams**.

330. DECLARATIONS OF INTEREST

| Member(s) | Minute No. | Nature of Interest |
|-----------------------------------|-------------------|--|
| Cllr S Wiles Cllr M Richardson | All | Local Non-Pecuniary (as Members of East Suffolk Council) |
| Cllr G Newman Cllr S Wiles | All | Local Non-Pecuniary (as Members of Suffolk County Council) |
| Cllr D Savage | 333 | Local Non-Pecuniary (as a representative to the Landguard Partnership) |
| Cllr S Wiles | 333 | Local Non-Pecuniary (as a Board Member to the Landguard Trust; Highways Drainage Cabinet Member; and Assistant Cabinet Member for the Economy) |

331. CONFIRMATION OF MINUTES

RESOLVED that the Minutes of the Civic & Community Committee meeting held on 20 October 2021 be signed as a true record.

332. CIVIC & COMMUNITY BUDGET REPORT

The Committee considered a summary and detailed report showing income and expenditure against budget to 13 January 2022.

It was RESOLVED that the Budget Report to 13 January 2022 be received and noted as presented with no other action required at this time.

333. OCCASIONAL GRANTS ROUND TWO 2021/22

Committee considered completed applications for funding received prior to the 30 November 2021 deadline, for the second round of Occasional Grants. The total of grant funding requested in this second round being £33,372.25.

The Town Clerk advised that there was £14,827 available in the budget for this second round of grant applications.

Following consideration of all the eligible applications which had been received, Committee proposed that grants be awarded on the following basis:

Felixstowe BID

£2,341 to support the Visit Felixstowe website to continue to broadly promote the whole of Felixstowe as a visitor destination.

Committee would welcome an update from the BID on the events being planned and promoted for 2022 and beyond.

BOOST

£2,500 towards bereavement counselling and mentoring.

Disability Advice Service

£1,500 towards continuance of the crisis intervention service

FACTS

Members considered an application from FACTS for funding towards a vehicle that had already been purchased. Committee ordinarily would not fund retrospective applications but understood from the application that funding was needed to support repairs necessary to their portakabin.

Agreed that a maximum of £2,000 be ringfenced and FACTS be invited to resubmit and application to be considered at the next Civic & Community Committee on 16th February with details of repairs required to the portakabin.

Felixstowe Detachment Army Cadets

£429 towards improving communications delivery

Felixstowe Hockey Club

£250 towards coaching qualifications

Felixstowe Museum

£1,500 towards their Accessible Community Museum Engagement project to purchase conference camera, projector and other equipment.

Felixstowe Sea Angling Society

£700 towards replacement of aging security lighting and CCTV equipment.

Lions

£3,000 towards a new store and workshop for the Christmas Lights.

Save the Children

£606.71 towards renovations for Santa and Rudolph's Ride around Felixstowe.

It was RESOLVED that:

- i. for the second round of Occasional Grants for 2021/22 a total of £12,827.71 be awarded and approved for payment on the basis of the schedule above; and,
- ii. FACTS be invited to submit a new Occasional Grant Application form by 9th February to be considered at the Civic & Community Committee meeting on 16th February for repairs to their Portakabin, with £2,000 being ringfenced as a maximum request.

334. THE QUEEN'S PLATINUM JUBILEE WEEKEND

Committee noted the report on the Queen's Platinum Jubilee Weekend. The Town Clerk reported that a bagpiper and beacon lighting would take place at Landguard Fort on 2nd June with the song for the Commonwealth 'A Life Lived with Grace' being sung by a local choir.

On Friday and Saturday there would be a stage with music and entertainments at Beachside Events Area. Planning was also in progress for the community 'Big Lunch' on Sunday 5th June, which was hoped to take place in the Town Centre of Beachside Events Area alongside street parties throughout the town.

Committee was pleased to note that street closure charges from Suffolk County Council had been waived for the Queen's Jubilee weekend, however, the Town Clerk confirmed that there was an early deadline to applications for this at the end of March. This will be promoted in the Spring Magazine.

The organising committee and Town Council will be asking for community involvement, with the Civic Events Officer and Communications Apprentice engaging with schools. Each school will be asked to design a medal/coin for the Jubilee and each school will get its own design.

It was RESOLVED that the Queen's Platinum Jubilee Weekend report and update above, be noted.

335. CIVIC AWARDS 2022

Committee considered options for the 2022 Civic Awards. Given the activities around the Jubilee it was anticipated that this year's winners could participate in

the weekend too. It was agreed that the formal Civic Awards ceremony should take place at the Annual Town Meeting as, in pre-pandemic times, highlighting the work of individuals as well as community organisations was a key element of the meeting.

Members commented on the need to increase the number and breadth of nominations. It was agreed that this year's Civic Awards should be promoted in conjunction with the Jubilee and nominations could reflect the efforts of community heroes across the whole 70 years of the Queen's reign and would not preclude previous recipients from being nominated.

It was RESOLVED that:

- i. **The Civic Awards should have a Jubilee theme; and,**
- ii. **The awards be planned to be held at the Annual Town Meeting, with the winners to also be invited to participate during the Jubilee weekend.**

336. HARWICH FOOT FERRY SERVICES

Committee noted the report on the Harwich Foot Ferry and agreed that it was a very important tourist link.

It was RESOLVED that the Partnership Agreement be renewed for 2022/23 and the funding be released in the 2022/23 financial year.

337. DIGITAL COMMUNITY DIRECTORY PROJECT

Committee noted the report on the digital community directory and was pleased to note that it was self-servicing for community groups to update their own details, with the ability for the Council to moderate entries.

The Clerk confirmed that the service would be free to use by any community groups which were based, or supporting residents, in Felixstowe.

It was RESOLVED that the update report on the Community Directory be noted.

338. MAYOR'S CHARITY EVENTS

Committee noted the dates for the upcoming Mayor's Charity events

It was RESOLVED that the Mayor's Charity events report be noted.

339. SUSTAINABLE PLANTING

Committee noted the report detailing planning for sustainable bedding plants and the Queen's Green Canopy. The Clerk confirmed that 105 trees had been ordered from the Woodland Trust and the 'Wild Harvest' pack would be delivered sometime in March. Once this date has been received a planting date can be

arranged for schools, community groups and Members to plant a tree each. The Clerk confirmed that all trees planted on Council land would be watered and managed.

Members noted that sustainable plants had been planted in the wooden tubs. The Clerk advised that, following Members' comments at the previous meeting, he was in discussion with the Felixstowe BID on a project to install new tree planters through the Hamilton Road Shared Space. A report on this would be brought to the next meeting.

It was RESOLVED that the Sustainable Planting report be noted.

340. CLOSURE

The meeting was closed at 9.34pm. The next meeting was noted as being scheduled for Wednesday 16 February 2022 at 7.30pm.

Date: _____

Chairman: _____