

# Lowestoft Town Council Assets, Inclusion and Development Committee

For the attention of all Committee Members

You are summoned to attend a Meeting of the Lowestoft Town Council Assets, Inclusion and Development Committee at **Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ at 15:30 on 23 July 2018. NEW TIME – 15:30**

**The meeting is open to the public and press to attend** and those attending the meeting shall be informed that the meeting may be reported on (including recording, photographing and filming). This does not apply to confidential items.

Councillors must register relevant interests and also declare them at a meeting if they have such an interest in a matter to be considered. Under the Localism Act 2011 a councillor with a **disclosable pecuniary interest** in a matter on the Agenda cannot take part or vote on that matter, unless they have been granted a dispensation. Under the Council's Code of Conduct a councillor must leave the meeting room if they have such an interest, unless they have been granted a dispensation. There may be other interests or matters in which councillors might be considered to be biased or predetermined in which cases they will need to consider whether they should leave the room.

The Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity as part of relevant decisions.

*SS Bendix*

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Shona Bendix, Clerk  
17 July 2018

# Lowestoft Town Council

## Meeting of the Assets, Inclusion and Development Committee

Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ  
15:30 on 23 July 2018

### AGENDA

- 382. Welcome**  
To explain the fire evacuation procedure, welcome the meeting, and remind councillors and members of the public right to report.
- 383. To receive and consider acceptance of apologies for absence**
- 384. Declarations of Interests and dispensations**
- 384.1 To receive Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from Councillors on items on the Agenda
- 384.2 To receive and consider written requests for dispensations for Disclosable Pecuniary Interests
- 384.3 To note any dispensations previously granted
- 385. To consider the accuracy of the Minutes:**  
9 July 2018
- 386. Presentation from Genevieve Christie regarding the First Light Festival**
- 387. Public Forum**  
An opportunity for the public to make comments on any matters on this agenda
- 388. To consider any progress with plans and lease for the first floor of Hamilton House**
- 389. To consider the issue of soil and turf depositing at the North Denes**
- 390. To consider the requirement for litter bins at Arnold's Bequest and the Scores and to make a recommendation for the most appropriate type**
- 391. Asset records, protocols and strategies**
- 391.1 To note the summary table for asset records, protocols and strategies
- 391.2 To consider any new or revised asset records, protocols and strategies, including the following:
- 391.2i To consider the suggested amendments to the North Denes Asset Records and to make a recommendation to Full Council for its adoption
- 391.2ii To consider the Community Halls Asset Record and to make a recommendation to Full Council for its adoption
- 391.2iii To consider the Marina Theatre Asset Record and to make a recommendation to Full Council for its adoption (confidential)
- 392. To note progress with events on Town Council land and to consider:**
- 392.1 The policy on bouncy castles and similar
- 392.2 Road closures and other responsibilities in relation to the World War 1 Maritime Parad
- 393. To consider any developments in relation to the threatened closure of Lowestoft Records Office**

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**394. To consider progress with community engagement**

- 394.1 To note progress with the survey
- 394.2 Promotion leaflets and advertising
- 394.3 Noticeboards, signs and plaques

**395. To consider asset transfer and compliance issues, in particular the following matters:**

- 395.1 Compliance monitoring, maintenance and condition surveys
- 395.2 The sale of land on Walmer Road
- 395.3 The sale of land next to Uplands Community Centre
- 395.4 Improvement works to play areas
- 395.5 Gunton Warren land transfer and environmental issues
- 395.6 Cotman Close land transfer
- 395.7 Normanston Allotments land transfer
- 395.8 Leases, including the following:
  - 395.8i Kirkley and Pakefield Community Sports and Social Club Ltd
  - 395.8ii The Lowestoft Movie Makers Club
  - 395.8iii Community Halls

**396. To consider an update and next steps for the following assets:**

- 396.1 Allotments
- 396.2 East of England Park
- 396.3 The Lowestoft Collection
- 396.4 Marina Theatre
- 396.5 North Denes
- 396.6 Open Spaces and parks
- 396.7 Heritage Action Zone, including Town Hall and consideration of the organisation of Heritage Open days (potentially extending to Drying Racks and heritage parks)
- 396.8 Triangle Market and consideration of the holding of pop-up business stalls at East Point Pavilion

**397. Date of the next meeting**

Monday 6 August 2018 16:00

**398. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the Meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted, namely any legal issue relating to the matters on this agenda, including the following:**

- 398.1 To consider the Marina Theatre Asset Record

**399. Items for the next Agenda and Close**