Minutes of a meeting of Lowestoft Town Council
held at 5.00pm on Wednesday, 11 October 2017 at Riverside, Canning Road, Lowestoft

Present: Councillors Sue Barnard, Allyson Barron, Baz Bemment, Peter Byatt, Neil Coleby, Peter Collecott, Tracey Eastwood, June Ford, Amanda Frost, Ian Graham (Mayor), Alan Green, Peter Knight (Deputy Mayor), Graham Parker and Alice Taylor.

In attendance: Nicola Wotton (Minute Taker for this meeting)
Public: None

118. Welcome – The Fire Evacuation Procedure was read out by the Mayor and all were welcomed to the meeting, which commenced at 17.00.
119. Announcement on Reporting – Was read by the Mayor.
120. Apologies for absence – Apologies were received from Councillors Nasima Begum, Tara Carlton, Dick Houghton, Peter Lang and Keith Patience.
121. Declarations of Interests and Dispensations – There were no declarations of Disclosable Pecuniary or Non-Pecuniary Interests from Councillors, there were no requests for dispensations for Disclosable Pecuniary Interests and no previously granted dispensations were noted.
122. Minutes – There were no minutes to receive. Minutes would be presented to the next Full Council meeting on 17 October 2017.
123. Resolved 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 employment, including:
123.1 Recommendation from the Personnel Committee regarding the appointment of Town Clerk.
123.2 To note the re-advertising of the position of Deputy/RFO.
123.3 Recommendation from the Personnel Committee regarding Contract of Employment and Terms & Conditions.
123.4 Resolution to join the Local Government Pension Scheme.
124. Re-opening of the meeting to the public: Employment -

- That Shona Bendix be appointed as the Clerk for Lowestoft Town Council.
- That the position of Deputy Clerk / RFO would be re-advertised.
- That the recommendations from the Personnel Committee regarding the Contract of Employment and Terms & Condition be approved.
- Resolution for the employees of Lowestoft Town Council to join the Local Government Pension Scheme.

Those present took the opportunity to thank the Members of the Personnel Committee for all of their hard work in relation to these appointments. Confirmation was provided

that a Press Release would be issued shortly regarding Shona's appointment as the permanent Clerk for Lowestoft Town Council.

125. Date of next meeting – 17 October 2017

126. Items for the next Agenda -

- Parish Ward Surgeries.
- 2018 Festival – commemoration of 100 years since WW1.
- Arrangements for the Annual Meeting and AGM for 2018.
- Remembrance Sunday – The Deputy Mayor would be laying the wreath, as the Mayor was not available. There would be tea and coffee afterwards, at the Yacht Club.
- Triangle Market – It was requested that this be re-vamped following the recent closure of the Britten Centre Market. It was noted that Lowestoft Vision were looking into this and the Implementation Committee would also be involved.
- Royal Naval Patrol Service – It was confirmed that the Mayor had not been invited to this event on this occasion, which was disappointing.
- A Councillor queried what they should do, if they were informed that there are needles in a public toilet. It was confirmed that Shona should be informed and she would report the matter to Waveney Norse to progress.

Shona then joined the meeting and was congratulated by the Councillors for her appointment. All Councillors wished her every success for the future.

The meeting concluded at 5.25pm.