

**Councillor: Neil Coleby**

**Body: Various**

**Report Date: 2<sup>nd</sup> August 2018**

<p><b>Meetings attended and dates</b></p>	<p>4<sup>th</sup> &amp; 23<sup>rd</sup> (pm) July - Asset Walkabouts  19<sup>th</sup> – Meeting with local historians about Heritage Plaques  21<sup>st</sup> &amp; 22<sup>nd</sup> – LTC stall at Summer Festival  23<sup>rd</sup> – EoE Steering Group initial meeting  24<sup>th</sup> – Meeting with WDC regarding Marina Theatre  25<sup>th</sup> – Meeting with The Architectural Heritage Fund &amp; East Suffolk Building Preservation Trust regarding fund application for Town Hall and other matters  26<sup>th</sup> - Monthly review meeting with Norse  27<sup>th</sup> – Meeting with Sentinel to discuss play areas, sports and mutual working  31<sup>st</sup> - Meeting with Eventguard and Norse re: CCTV  1<sup>st</sup> – Meeting with Nicholsons re Hamilton House Lease  2<sup>nd</sup> – Meeting to review Marina Theatre Supplemental Agreement  Meeting with Hamilton House re: office  Meeting with signage company: Hamilton House  Visit to review of CCTV suite and camera condition</p>
<p><b>Key issues discussed at the meeting(s) (relevant to LTC and its constituents)</b></p>	<p>19<sup>th</sup> Meeting with John Stannard and David Butcher. We had a productive meeting and discussed ways forward with the plaques. Since then we have been exchanging information along with Chris Brooks and are well on the way to compiling an accurate record of all the existing plaques as well as options for new plaques and well as the process for producing a plaque.</p> <p>21<sup>st</sup> &amp; 22<sup>nd</sup> Spoke to the organisers of a new youth forum in the town and discussed ways we could work together as it would enable us input without having to set up our own youth council.</p> <p>23<sup>rd</sup> Initial meeting of the EoE Steering group. I'll produce a separate report on this item.</p> <p>24<sup>th</sup> This meeting was also attended by Ian, Shona and Sarah and notes taken and will be dealt with in confidential session.</p> <p>25<sup>th</sup> Alice and I met with the Architectural Heritage Fund and East Suffolk Building Preservation Trust regarding a bid to the AHF for a grant towards the town hall and how that could work together with a bid into the HLF. This would be mainly for consultation/specialist advice regarding the future options for the town hall.</p> <p>26<sup>th</sup> Review meeting with Norse attended by Ian, Alan, Shona, Mark, Lauren</p>

	<p>and myself. Notes of the meeting were taken.</p> <p>27<sup>th</sup> Meeting with Sentinel to discuss play areas. They will compile an update to date report on each play area with age of equipment, age suitability, options etc. We also spoke about joint working on sports and recreation as well as Sentinel doing a presentation to Full Council.</p> <p>31<sup>st</sup> Meeting with Eventguard (a part of Norse) to discuss CCTV so they could work on a proposal for the council regarding the options of them taking on the contract and developing the CCTV service. This was purely an exploratory meeting and attended by Ian, Amanda, Graham and myself.</p> <p>1<sup>st</sup> Meeting with Nicholsons to go through the draft lease on Hamilton House. Ian, Shona and I spent just under three hours and dissected the lease and agreed changes which he will negotiate on our behalf so that a final draft lease can be brought to Full Council.</p> <p>2<sup>nd</sup> Meeting between Ian, Shona and myself to review the Supplemental Agreement with regards to the Marina Theatre Trust. The document has been completely reviewed and Nicholsons consulted and a new draft is being exchanged with the other parties.</p> <p>Additional to this Mark and I have had regular weekly meetings with ECPS regarding the refurbishment of our space in Hamilton House.</p> <p>Alice, Mark and myself met with the company to organise internal and external signage for Hamilton House</p> <p>Ian, Keith, Graham and I visited the CCTV Monitoring Room and reviewed each camera with regard to clarity of vision and functionality. On the whole we were pleased that the standard of image was better than anticipated but the system does have issues due to lack of historic investment.</p>
<p><b>Any actions required by LTC?</b></p>	<p>All issues will be dealt with within the agenda.</p>
<p><b>Signed:</b></p> 	<p><b>Date: 5/8/18</b></p>