

Lowestoft Town Council
Meeting of the Climate Emergency Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
15:30 on 7 October 2019

MINUTES

Present: Cllrs Sue Barnard, Alan Green, Peter Lang (Chair) and David Youngman

In attendance: Shona Bendix (Clerk) and Lauren Elliott (Committee Clerk)

Public: There were nine members of the public in attendance

14. Welcome

The fire evacuation procedure and public right to report were explained and the meeting was welcomed.

15. Receipt and consideration of acceptance of apologies for absence

Apologies were received from Cllrs Coleby, Parker and Pearce. Cllr Barnard proposed acceptance of the apologies; seconded by Cllr Green; all in favour.

16. Declarations of Interests and dispensations

There were none.

17. Accuracy of the Minutes

16 September 2019 – Accepted as accurate. Proposed by Cllr Green; seconded by Cllr Youngman; all in favour.

18. Public Forum

A member of the public reported that some people who submitted expressions of interest to join the Committee were not able to be present at the meeting today. The member of the public was pleased to see that Lowestoft Town Council's Neighbourhood Plan is taking consideration of the Town Council's declaration of a climate emergency, but would also like to see liaison with the District and County Councils, and would like to know what this Committee will be doing to find out the overall strategy from these authorities. The Woodland Trust is launching a campaign to plant one million trees. The member of the public offered to send information in, if the Committee would like to discuss this at its next meeting. A member of the public who submitted a written expression of interest in joining the Committee advised he would be happy to answer any questions, in addition to his written submission.

19. Committee membership

19.1. Amendments to Councillor membership of the Climate Emergency Committee – At its last meeting, Full Council approved Cllrs Barnard's and Parker's requests to join the Climate Emergency Committee.

19.2. A recommendation to Full Council as to the appointment of two non-Councillor members to the Climate Emergency Committee – There were seven expressions of interest. A further expression of interest had been received after the deadline had passed and it was agreed that it would be unfair to include this one.

A member of the public arrived 15:42

The written expressions of interest were displayed at the meeting and read out by the Clerk. The Committee were impressed by all of the submissions. It was suggested that an advisory group that sits outside of the Council could be set up, to benefit from the range of knowledge, skills and enthusiasm demonstrated by those who had applied to join the Committee. It is

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understood that the Friends of the Earth offer support and resources to climate action groups and Suffolk Wildlife Trust may be able to offer support.

A member of the public left the room 16:01

It was agreed that two members of the advisory group should still be appointed to the Climate Emergency Committee.

The member of the public returned 16:03

It was clarified that members of the public would not be asked to leave the room during this discussion but could do if they chose to.

Three members of the public left the room 16:05

Cllr Green had read the submissions ahead of the meeting and considered them without the names attached. Cllr Green proposed a recommendation to Full Council to appoint Emma Bateman and Ashley Ford-McAllister as the two non-Councillor members of the Climate Emergency Committee. It was agreed that a separate vote would be taken for each proposed candidate. Cllr Green proposed a recommendation to Full Council to appoint Emma Bateman as one of the non-Councillor members of the Climate Emergency Committee; seconded by Cllr Youngman. Cllr Green proposed a recommendation to Full Council to appoint Ashley Ford-McAllister as one of the non-Councillor members of the Climate Emergency Committee; seconded by Cllr Youngman. Cllr Lang proposed a recommendation to Full Council to appoint Jonathan Andersson as one of the non-Councillor members of the Climate Emergency Committee; seconded by Cllr Barnard. There were no other candidates proposed and the vote was taken. Councillors were advised that they had two votes each. The vote was taken in the order in which the candidates were proposed and seconded. Emma Bateman received four votes. Ashley Ford McAllister received three votes. The vote did not continue as these candidates had already received the majority.

Three members of the public returned 16:10

The Chair advised those returning to the meeting of the outcome of the vote and offered thanks to all those who had expressed an interest. Cllr Barnard proposed a recommendation to Full Council to support the formation of the Lowestoft Climate Action Group, and to offer meeting facilities at its offices at no cost; seconded by Cllr Green; all in favour.

20. Consideration of the work and Terms of Reference for each Council Committee, Sub-Committee and Working Group, with a view to making recommendations to them in relation to the climate emergency

A member of the public left the meeting 16:13

The Clerk has prepared a Climate Emergency Structure document, which was displayed and read out at the meeting. If adopted, it will provide a framework for the development of a formal policy and related actions, and details how each Committee, Sub-Committee and Working Group can support this work. Thanks were offered to the Clerk for producing this document. The Clerk advised that Salix Finance provides interest-free loans to the public sector, to improve energy efficiency, reduce carbon emissions and lower energy bills.

A member of the public left the meeting 16:28

The Council is exploring options for a loan for capital works and public money could be saved if some of this work could be completed through an interest-free loan. The Budget and Loan Working Group will explore this further. A Councillor noted that the Market Working Group has arranged for East Suffolk Norse to have a stall at the next market to promote the EcoBricks project. Other markets provide cloth shopping bags for their stallholders to distribute. It has previously been discussed that income from the market could be used to advertise and

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enhance the market. The Clerk advised that the most cost effective and environmentally friendly ways of doing so need to be explored, given that, for example, there were some concerns about the environmental impact of mass-production of cloth bags. Cllr Green proposed a recommendation to Full Council to adopt the Climate Emergency Structure as a working document; seconded by Cllr Barnard; all in favour.

21. Progress with the development of a policy

The Climate Emergency Structure will inform this. Cllr Barnard proposed that the policy go straight to a future Full Council meeting for consideration, if it mirrors the content of the Climate Emergency Structure document; seconded by Cllr Green; all in favour.

22. Progress with the Hamilton House audit

The audit document has been updated as the landlord has responded to queries previously raised. The Committee Clerk advised that paper items such as paper towels and toilet rolls are made from recycled materials. Liquid soap is currently used and the landlord advises against the use of bars of soap due to hygiene reasons. A member of the public suggested exploring the option of soap flakes.

23. An update on the Neighbourhood Plan

There were no updates for this Committee to consider.

24. Date of the next meeting

All those who expressed an interest in joining the Climate Emergency Committee will be emailed with details of the Lowestoft Climate Action Group. It was agreed that the next meeting of the Climate Emergency Committee will be 14:30 on 12 November. It was agreed that the Lowestoft Climate Action Group should meet ahead of this. Those in attendance at the meeting agreed a date of 6 November at 14:30. For the first meeting the Town Council officers offered to circulate an informal agenda and Cllr Lang offered to facilitate the first few meetings.

25. Items for the next agenda and close

It was requested that the Woodland Trust's initiative to plant one million trees be explored in more detail. If the Town Council were to participate it will need to consider where the trees would be planted and a schedule for tending to them. It was requested that the Council considers wildflower areas around some of its trees, and it was queried whether a map of the Town Council's assets is available. There is not one currently but this can be looked into.

26. Resolution to close the meeting to the public

There were no confidential matters for consideration.

The Chair closed the meeting 16:53.

Signed:

12 November 2019