

# Lowestoft Town Council Assets, Inclusion and Development Committee

For the attention of all Committee Members

You are summoned to attend a meeting of the Assets, Inclusion and Development Committee of Lowestoft Town Council at 18:00 on 10 January 2022, at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE.**

**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. Comments can also be submitting regarding any item on the agenda in advance of the meeting. Members of the public can join the meeting remotely via the following link: <https://us02web.zoom.us/j/86088666765>. The meeting can also be observed via the following link: <https://youtu.be/s-4fWG76ndU>. In providing any comments members of the public accept that, where they are suitable, they may be considered at the meeting and published in our minutes. Any individual submitting the comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. Members of the public accept that their name may be noted and recorded at the meeting. However, their contact details will not be noted and reported publicly.

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 be present.

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

To help prevent the spread of Covid-19, all attendees should bring their own refreshments, their own pen for signing in, and should dress appropriately given the need for increased ventilation on the site. Every person attending should make their own risk assessment of the advisability of attending and/or any measures they should take individually to ensure their safety.

*S S Bendix*

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Shona Bendix, Clerk  
22 December 2021

**Lowestoft Town Council**  
**Meeting of the Assets, Inclusion and Development Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**18:00 on 10 January 2022**

**AGENDA**

**124. Welcome**

To explain the fire evacuation procedure, welcome the meeting, and remind councillors and members of the public right to report.

**125. To receive and consider acceptance of apologies for absence**

**126. Declarations of Interests and dispensations**

126.1. To receive Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from Councillors on items on the Agenda and to note that there are no written requests and grants of dispensations for Disclosable Pecuniary Interests

**127. To consider the draft minutes of the meeting on 6 December 2021**

**128. Public forum**

An opportunity for the public to make comments on any matters on this agenda, and to consider any advance comments from the public.

**129. To monitor expenditure by this Committee and its Sub-Committees from their delegated budgets**

**130. To consider the following regarding parks and open spaces:**

130.1. Receiving any comments and noting the draft minutes of the Parks and Open Spaces Sub-Committee meetings on 14 December 2021

130.2. The following recommendations from the Parks and Open Spaces Sub-Committee:

130.2a. To prioritise refurbishment of the play areas at Bentley Drive, Clarkes Lane and St Margaret's Plain in year one

130.2b. To schedule the refurbishment of the play areas at Britten Road, Fen Park and Pakefield Green in year two

130.2c. To schedule the refurbishment of the play areas at Cotman Close and Normanston Park in year three

130.2d. To treat the St Margaret's Plain play area as a pilot site for the installation of a creative/art space

130.3. Feedback from a site visit to the Rosedale Park play area

130.4. Play area signage, including problems with dogs in enclosed play areas

130.5. The cost of items relating to the Kensington Gardens centenary

130.6. Securing four bins in Kensington Gardens onto concrete pads, at a cost of £142.33 each

130.7. An update on the purchase of a Holocaust memorial lectern

130.8. An update on works to the circular Holocaust Memorial bed in Kensington Gardens

130.9. Additional metal fencing at Kensington Gardens

130.10. The status of the swings at The Ness, following recent vandalism

130.11. Works to widen access gates for lawnmower access at The Ness

130.12. Quotations for work to remove access to the Great Eastern Linear Park 'Nature Walk', and to consider re-wilding of that area

130.13. Progressing a condition survey of the Normanston Park tennis courts and nets

130.14. A recommendation from the Community Safety Committee to further consider the installation of lighting in Belle Vue Park, Normanston Park and Fen Park

130.15. Installation of a Town Council noticeboard in Fen Park, and any other assets which may require a noticeboard

130.16. To receive an update on the repair/replacement of damaged matting at Fen Park

130.17. A quotation to install gates in the gaps in the fencing surrounding the Fen Park play area

130.18. To receive an update on the Whitton Green play area refurbishment

130.19. The lifespan of the septic tank at Uplands and cost of replacement

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130.20. Commencement of approved works at the Britten Road play area (some aspects may be confidential)

130.21. An application to plant a living memorial (tree) at Belle Vue Park (noting the decision at Full Council 21 December) and recommendation to Standing Orders to review the Memorial and Sponsorship Policy contained within the Parks and Open Spaces strategy.

**131. Events and Communications:**

131.1. To receive any comments and note the draft minutes of the Events and Communications Sub-Committee meetings on 22 December 2021

**132. To review the Town Council's Asset Register**

**133. To consider the following regarding the Sails and Triangle Market:**

133.1. Improvements required to support the intended use of the Sails

133.2. Licensing the area beneath the Sails for market trading

133.3. Triangle Market capital investment

133.4. Terms and conditions for market trading

**134. To consider the following regarding ponds:**

134.1. Progress with the Fen Park and Gainsborough Drive pond dredging

134.2. An offer from a private individual to install a water fountain in the Kensington Gardens fish pond

**135. To note the ownership of the sea wall near The Ness**

**136. To consider the following regarding the Denes Oval:**

136.1. A request from the Cricket Club to install a new cricket net area

136.2. Proposals from the Cricket Club regarding the Denes Oval (some aspects may be confidential)

**137. To progress the delegation from Full Council to consider a suitable recipient of the Councillor tablets which will be surplus to requirements**

**138. To consider a policy review regarding utility supply, including ethical considerations (some aspects may be confidential)**

**139. To note the decision of Full Council to display adverse weather signage and to further consider gritting (some aspects may be confidential)**

**140. To receive a progress update on approved capital projects which are awaiting implementation (confidential)**

**141. To receive an update on transfer arrangements relating to the registration of ownership for the North Denes and Tingdene, and enforcement action relating to 'Phase 3' (confidential)**

**142. Date of the next meeting**

7 February 2022 18:00

**143. Items for the next agenda and close**

**144. 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 issues relating to the matters on this agenda:**

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**18:00 on 10 January 2022**

144.1.To consider any legal issues, including those above as required