

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 7 February 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/89732598415>. The meeting can also be observed via the following link: <https://youtu.be/AGxeUWnM3T0>. 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
31 January 2022

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 7 February 2022

AGENDA

145. Welcome

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

146. To receive and consider acceptance of apologies for absence

147. Declarations of Interests and dispensations

147.1. 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

148. To consider the draft minutes of the meeting on 10 January 2022

149. 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.

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

151. To consider the following regarding parks and open spaces:

151.1. Receiving any comments and noting the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 18 January 2022

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

151.3. The designs and cost of items relating to the Kensington Gardens centenary

151.4. Additional metal fencing or gabions at Kensington Gardens

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

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

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

151.8. To receive an update on the installation of gates in the gaps in the fencing surrounding the Fen Park play area

151.9. Refurbishment of the seesaw and pedal merry-go-round in the Fen Park play area

151.10. The need to replace the wooden footbridge in Fen Park, and to consider seeking quotations

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

151.12. To note vandalism to trees recently planted at the Stoven Close play area and Gunton Community Park

151.13. Drain and gully clearance in the Town Council's parks

151.14. An update on the commencement of year one agreed capital works on the Sparrows Nest building complex

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

152. Events and Communications:

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

153. To review the Town Council's Asset Register

154. To receive the notes from the Toilet Strategy Working Group meeting on 28 January 2022

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155. To consider the following regarding the Sails and Triangle Market:

- 155.1. To receive the notes from the Triangle Market Working Group meetings on 7 and 28 January 2022
- 155.2. A recommendation from the Triangle Market Working Group to proceed with the removal of the green struts beneath the Sails, within a maximum budget of £1,700 plus VAT
- 155.3. Improvements required to support the intended use of the Sails
- 155.4. Licensing the area beneath the Sails for market trading
- 155.5. Triangle Market capital investment
- 155.6. Terms and conditions for market trading

156. To consider the following regarding ponds:

- 156.1. Progress with the Fen Park and Gainsborough Drive pond dredging
- 156.2. An offer from a private individual to install a water fountain in the Kensington Gardens fish pond

157. To consider the following regarding allotments:

- 157.1. A request from the Lowestoft and District Allotments Association to install a boundary fence at the allotment site bordering the Nightingale Road play area
- 157.2. Requests from Cllrs Elise Youngman and Keith Patience to join the Allotments Sub-Committee

158. To consider capital works expenditure at Kensington Gardens bowls pavilion, not exceeding £2,700

159. To consider the need for full replacement of the Belle Vue Park lodge cottage thatched roof, and to consider seeking quotations

160. To consider the need for resurfacing and/or repair work to the surface in front of the Sparrows Nest bandstand

161. To consider the requirement for chestnut fencing in addition to agreed planting at the Town Green, within a maximum budget of £150 plus VAT, additional to the maximum budget previously agreed

162. To consider whether to reinstate the bookcase in the Gunton Drive former telephone kiosk

163. To note the ownership of the sea wall near The Ness, and to consider any additional provision of street furniture which may be required along it

164. To consider a request from East Suffolk Council to remove the frame of a former wayfinder sign from Ness Point

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

166. To consider a request from a member of the public to improve the steps leading from the cycle track on the former railway line beside the Cemetery to Normanston Drive

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

168. To consider capital works expenditure (some aspects may be confidential)

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

- 170. To consider future governance of Gunton Residents' Meeting Hall (confidential)**

- 171. Date of the next meeting**
7 March 2022 18:00

- 172. Items for the next agenda and close**

- 173. 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:**
 - 173.1. To consider any legal issues, including those above as required**