

# Lowestoft Town Council Parks and Open Spaces Sub-Committee

For the attention of all Sub-Committee Members

You are summoned to attend a meeting of the Parks and Open Spaces Sub-Committee of Lowestoft Town Council at 18:30 on 21 September 2021, 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/86141217721>. The meeting can also be observed via the following link: <https://youtu.be/bTov-MjHY2M>. *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  
10 September 2021

**Lowestoft Town Council**  
**Meeting of the Parks and Open Spaces Sub-Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**18:30 on 21 September 2021**

**AGENDA**

**53. Welcome**

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

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

**55. Declarations of Interests and dispensations**

55.1 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

**56. To consider the draft minutes of the meeting on 17 August 2021**

**57. 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.

**58. To appoint the Deputy Chair of the Parks and Open Spaces Sub-Committee**

**59. To monitor expenditure by this Sub-Committee from its delegated budget**

**60. To consider five-year plans for the Town Council's parks, including the following:**

60.1 Specifications for benches

60.2 The cost of over-entrance archway signs

60.3 Whether to incorporate a maze in the planting plans for Sparrows Nest

60.4 Refurbishment options for the St Margaret's Plain play area

60.5 The cost of items relating to the Kensington Gardens centenary

60.6 The cost of Holocaust Memorial items from the Kensington Gardens plan

60.7 The planting of new gardens/beds in Kensington Gardens, Sparrows Nest and The Ness

60.8 Public realm enhancement possibilities for Links Road car park and land adjacent to 4 The High Street

**61. To receive an update on the purchase of memorial lecterns for Kensington Gardens and Belle Vue Park**

**62. To consider signage at Cotman Close and other play areas and open spaces**

**63. To consider the following regarding the Fen Park play area:**

63.1 Adding gates to the gaps in the fencing surrounding the Fen Park play area

63.2 An update on issues regarding the matting

**64. To consider the following regarding Belle Vue Park**

64.1 Maintenance of the steps between Belle Vue Park and Sparrows Nest

64.2 Maintenance and health and safety arrangements for the cannon

64.3 The current status of the former public conveniences and whether they could be reinstated

**65. To consider the condition and future of the 'nature walk' area of the Great Eastern Linear Park**

**66. To consider how to progress planting plans in 2021 - 2022**

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- 67. To consider the following regarding the Britten Road play area:**
  - 67.1 Maintenance work required, including feedback from recent site visits
  - 67.2 The installation of a music-themed piece of art or play equipment, in celebration of Benjamin Britten
- 68. To receive an update on an overall timeframe for play area site visits, with early consideration given to scheduling of Bentley Drive, Britten Road and Clarkes Lane**
- 69. To consider arrangements for the Normanston Park Skate Park, including measures to address littering and anti-social behaviour**
- 70. To receive an update on Compass Street pocket park project/stakeholder meetings, legacy planning for ongoing maintenance and an update on the transfer of the land to Lowestoft Town Council**
- 71. To consider a commemoration for Cllr Sue Barnard**
- 72. To consider development of a public art policy, including current sculpture trail and Banksy art trail concepts**
- 73. To consider creating provision for creative/artistic space for all ages in Town Council parks and open spaces**
- 74. To receive an update regarding arrangements for the 'Rope Walk' at The Ness**
- 75. To consider the unregistered land behind the youth shelter at Britten Field**
- 76. To consider a report of unlicensed trading at the Links Road car park (confidential)**
- 77. To consider the start time of future meetings of the Parks and Open Spaces Sub-Committee**
- 78. Date of the next meeting**  
19 October 2021 18:30 (to be confirmed)
- 79. Items for the next Agenda and Close**
- 80. 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**