

# Lowestoft Town Council Assets, Inclusion and Development Committee

For the attention of all Committee Members

You are summoned to attend a Meeting of the Lowestoft Town Council Assets, Inclusion and Development Committee at **Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ at 16:00 on 25 June 2018.**

**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.

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 leave the room.

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

*S S Bendix*

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Shona Bendix, Clerk  
19 June 2018

# Lowestoft Town Council

## Meeting of the Assets, Inclusion and Development Committee

Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ  
16:00 on 25 June 2018

### AGENDA

- 351. Welcome**  
To explain the fire evacuation procedure, welcome the meeting, and remind councillors and members of the public right to report.
- 352. To receive and consider acceptance of apologies for absence**
- 353. Declarations of Interests and dispensations**
- 353.1 To receive Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from Councillors on items on the Agenda
- 353.2 To receive and consider written requests for dispensations for Disclosable Pecuniary Interests
- 353.3 To note any dispensations previously granted
- 354. To consider the accuracy of the Minutes:**  
4 June 2018
- 355. Public Forum**  
An opportunity for the public to make comments on any matters on this agenda
- 356. To note any progress with plans and lease for the first floor of Hamilton House**
- 357. To note progress with events on Town Council land, including the following:**
- 357.1 To consider a request from DanceEast to incorporate the drying racks into one of their performances
- 357.2 To note the planned continental fair and associated craft fair at the Triangle Market, music at Sparrows Nest and street entertainment competition in the town centre (2 – 5 August)
- 358. To note progress with a framework for requests for the Freedom of the Town**
- 359. To consider any developments in relation to the threatened closure of Lowestoft Records Office**
- 360. To consider progress with community engagement**
- 360.1 To note progress with the survey
- 360.2 Promotion leaflets and advertising
- 360.3 Noticeboards, signs and plaques
- 361. To consider any update with the issue of bicycles and vehicles on London Road North, and related issues**
- 362. To consider asset transfer and compliance issues, in particular the following matters:**
- 362.1 Compliance monitoring, maintenance and condition surveys
- 362.2 CAD plans and compliance information
- 362.3 The sale of land on Walmer Road
- 362.4 The sale of land next to Uplands Community Centre
- 362.5 Improvement works to play areas
- 362.6 Gunton Warren land transfer and environmental issues

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- 362.7 Cotman Close land transfer
- 362.8 Normanston Allotments land transfer
- 362.9 Leases, including the following:
  - 362.9i Kirkley and Pakefield Community Sports and Social Club Ltd
  - 362.9ii The Lowestoft Movie Makers Club
  - 362.9iii Community Halls

### **363. Asset records, protocols and strategies**

- 363.1 To note the summary table for asset records, protocols and strategies
- 363.2 To consider the toilet strategy

### **364. To consider an update and next steps for the following assets:**

- 364.1 Allotments, including consideration of the asset record
- 364.2 East of England Park
- 364.3 The Lowestoft Collection
- 364.4 Marina Theatre
- 364.5 North Denes
- 364.6 Open Spaces and parks
- 364.7 Heritage Action Zone, including Town Hall
- 364.8 Triangle Market
- 364.9 Other assets and asset records

### **365. Date of the next meeting**

Monday 9 July 2018 16:00 (location to be confirmed)

### **366. Items for the next Agenda and Close**