

## Lowestoft Town Council

### Appointments to Outside Bodies

The Council has appointed the following Councillors to these Bodies:

Outside Body	Councillor Appointed	Agreed Substitute – please see note below	Minute Reference and Meeting Appointed
CEFAS Neighbourhood Group	Peter Byatt		
Community Enabler Project Board	Nasima Alam and Tara Carlton		294.13 – 8 May FC
Culture Board	Peter Knight	Keith Patience	17 October FC– t.b.c.
First Light Festival Board	Alice Taylor and Tara Carlton		173.10 FC 5 Dec 2017
Heritage Champions	Keith Patience and Peter Knight		97 – 22 August 2017 FC
Kirkley People’s Forum	Alice Taylor		
Lowestoft in Bloom	Agreed no appointment be made (Peter Collecott is Vice-Chair)		36.1 – 20 June 2017 FC
Lowestoft Coastal Community Team	Alice Taylor		36.1 – 20 June 2017 FC
Lowestoft Development Group	Alice Taylor		TO BE CONFIRMED
Lowestoft Museum	Peter Lang (Trustee) with Alice Taylor as an observer as appropriate		237.11 – 6 March 2018 FC
Lowestoft and Plaisir Twinning	June Ford and Peter Lang		36.1 – 20 June 2017 FC
Lowestoft Station Partnership Group	Suggestion to appoint made but no confirmation found		80 – 18 July 2017 and 99 – 22 August 2017 FC
Lowestoft Transport Infrastructure Partnership	Tracey Eastwood and Nasima Alam		157.7 FC 10 November 2017
Lowestoft Vision Board	Alice Taylor		256.12 - 3 April 2018 FC
Marina Theatre Trust Board	Neil Coleby and Ian Graham		110.12 – 19 September 2017 FC
New East Suffolk Council	Peter Knight, Nasima Alam and Peter Byatt	Neil Coleby	95 – 22 August 2017 FC
Old Hospital Site	Alice Taylor		74 – 22 August PandE
SCC A47 Improvement Scheme	Peter Collecott, Allyson Barron and Alice Taylor	Peter Byatt	96 – 22 August 2017 FC

Third Crossing Stakeholders' Group	Alice Taylor		
Charter Tree Initiative	Neil Coleby		18 July 2017 FC
Lowestoft Transport Infrastructure Partnership	Tracey Eastwood	Nasima Alam	10 Nov 2017 FC
Coastal Communities Team	Alice Taylor	Neil Coleby	05 Dec 2017 FC

PLEASE NOTE:

It is the responsibility of the primary representative to manage the Town Council's representation on the above bodies, which includes:

- To keep substitutes briefed on developments
- To promptly and routinely copy to substitutes agendas, minutes and papers (including confidential papers which should be clearly marked as such, with limited exclusions for matters where no substitution might arise e.g. membership of an interview panel for a job vacancy)
- When a primary representative is unable to attend, to make arrangements with substitutes to attend in their place and to communicate the arrangements to the relevant administrator of the meeting.

All substitutes attending meetings should also ensure that they perform the same activities, as relevant, above.