

# Lowestoft Town Council

For the attention of all Councillors

You are summoned to attend an Extraordinary Meeting of Lowestoft Town Council at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE as specified in the attached agenda.**

**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. Please note that if members of the public are unable to attend the meeting, they may submit comments in writing. In providing such comments they accept that, where they are suitable, they may be considered at the meeting and published in our minutes. However, they 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 case 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.

*I. Graham*

.....  
Ian Graham, Mayor  
29 November 2018

# Lowestoft Town Council

## Extraordinary Meeting

First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE

18:15 on Tuesday 4 December 2018

**Councillors will be arriving between 17:45 and 18:15 should any member of the public wish to discuss anything during this period. Please look at our website if you would like contact details for any particular councillor to arrange to see them during this time.**

**No public entry through reception after 18:15. Please arrive beforehand.**

### AGENDA

#### 438. Welcome

To welcome the meeting, explain the fire evacuation procedure and remind councillors and members of the public that in the interests of openness and transparency, the law permits filming, recording or other means of reporting of meetings.

#### 439. To receive and consider acceptance of apologies for absence

#### 440. Declarations of Interests and dispensations

- a) To receive Declarations of Disclosable Pecuniary and Local Non-Pecuniary Interests from councillors on items on the Agenda
- b) To receive and consider written requests for dispensations for Disclosable Pecuniary Interests
- c) To note any dispensations previously granted

#### 441. Public Forum

An opportunity for the public to make comments on any matters on this agenda. Includes receipt of any written District and County Councillor and Police reports.

#### 442. To consider plans for the 'East of England Park' Project

#### 443. Legal:

**443.1** To consider the draft licence for Waveney District Council to undertake work on Lowestoft Town Council owned land ("East of England Park") (confidential)

**443.2** To consider the following matters relating to Meeting Halls:

443.2a Signing documents relating to the land registration of Gunton Estate Residents Meeting Hall and Whitton Residents Meeting Hall (confidential)

443.2b Arrangements with Waveney and District Council and British Gas in relation to Whitton Residents Meeting Hall

**443.3** To consider the Supplemental Agreement between Waveney District Council, Waveney Norse and Lowestoft Town Council (confidential)

**443.4** To consider the Hamilton House lease between East Point Business Services Limited and Lowestoft Town Council (confidential)

**443.5** To consider an agreement between Waveney District Council and Lowestoft Town Council in respect of coastal erosion/flood risk works (confidential)

**443.6** To consider a deed of transfer and release between the Big Lottery Fund, Waveney District Council and Lowestoft Town Council in relation to Normanston Skateboard Park (confidential)

**443.7** To consider legal issues relating to the North Denes land (confidential)

**443.8** To consider progress with the CCTV contract and out of hours service (confidential)

**443.9** To consider the application of the Living Wage to contractual arrangements (confidential)

**443.10** To consider the 2019 – 20 contract with Waveney Norse (confidential)

**443.11** To consider a lease for the Lowestoft Tennis Association and other clubs (confidential)

**443.12** To consider a review of utilities and payment of utility bills (confidential)

**443.13** To consider utilities contracts (confidential)

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**443.14** To consider a commercially sensitive matter re advertising (confidential)

**443.15** To consider a dispute with Waveney District Council regarding a recharge (confidential)

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

18 December 19:30

### **445. Items for the next agenda**

**446. 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 and employment issues relating to the matters on this agenda, including the following:**

**446.1** Any legal issues including those listed with **443** above as required.