

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 **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE at 18:00 on 24 June 2019.**

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 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

14 June 2019

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 24 June 2019

Public entry through reception permitted between 17:30 – 18:00 only.

AGENDA

33. Welcome

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

34. To receive and consider acceptance of apologies for absence

35. Declarations of Interests and dispensations

35.1 To receive Declarations of Disclosable Pecuniary and Local Non-Pecuniary Interests from Councillors on items on the Agenda

35.2 To note written requests and grants of dispensations for Disclosable Pecuniary Interests

36. To consider the accuracy of the Minutes:

10 June 2019

37. Public Forum

An opportunity for the public to make comments on any matters on this agenda

38. To consider matters relating to leases, including the following:

38.1 Any progress with the lease and developments on site for the first floor of Hamilton House (confidential)

39. To consider progress with noticeboards, signs and plaques

40. To consider asset transfer and compliance issues, in particular the following matters:

40.1 Report from the Clerk regarding legal and policy issues affecting assets (some aspects may be confidential)

40.2 Report from the Facilities and Contracts Manager regarding asset management, compliance monitoring, maintenance and condition surveys

41. To consider an update and next steps for the following assets:

41.1 Allotments

41.2 The Ness

41.3 Marina Theatre

41.4 North Denes

41.5 Open Spaces and parks, including the following:

41.5a To consider amendments to the Tree Policy

41.5b To consider a request to reintroduce a floating island in the Kensington Gardens Boating Lake

41.6 Heritage Action Zone

41.7 Triangle Market, including to consider the following:

41.7a A Draft Market Plan from Triangle Market Working Group

41.7b Terms and conditions for markets

41.8 Town Hall

41.9 Public Conveniences, including the following:

41.9a Progression of the Toilet Strategy

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41.9b A specification for renovation work to the public conveniences at Fen Park and Sparrows Nest

41.9c Compostable eco-toilets

41.10 The Lowestoft Collection

42. To consider the installation of Christmas lights on London Road South

43. Date of the next meeting

8 July 2019 18:00

44. Items for the next Agenda and Close

43. 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, including the following:

43.1 Any legal issues including those at 38.1 and 40.1 above as required