

# 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 2 December 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.

*SS Bendix*

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Shona Bendix, Clerk  
25 November 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 2 December 2019**

Public entry through reception permitted between 17:45 – 18:00 only.

**AGENDA**

**156. Welcome**

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

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

**158. Declarations of Interests and dispensations**

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

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

**159. To consider the accuracy of the Minutes**

4 November 2019

**160. Public Forum**

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

**161. To consider progress with noticeboards, signs and plaques**

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

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

162.2.Report regarding asset management, compliance monitoring, maintenance and condition surveys

**163. To receive feedback on the monthly market from the Markets Working Group, and any recommendations**

**164. To consider the following relating to the Parks and Open Spaces Sub-Committee:**

164.1.A recommendation from the Parks and Open Spaces Sub-Committee to adopt its Terms of Reference

164.2.To receive the minutes of the meeting on 5 November 2019

**165. To consider the following relating to Fen Park:**

165.1.Options for biodiversity at the pond

165.2.Replacement of a damaged bin

165.3.Options for the toilets

**166. To consider the following relating to Belle Vue Park**

166.1.Removal of asbestos from the Yarmouth Road entrance

166.2.Repairs to the wall

**167. To consider options for a memorial bench in Normanston Park**

**168. To consider any developments on Whitton Green**

**169. To note progress with the feasibility study for the Town Hall**

## **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 2 December 2019**

- 170. To consider lease arrangements for the Community Halls (confidential)**
  
- 171. Date of the next meeting**  
6 January 2020 18:00
  
- 172. Items for the next agenda and close**
  
- 173. 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:**
  - 173.1. Any legal issues including those at 162.1 and 170.