

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 March 2020.**

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
24 February 2020

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 March 2020

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

AGENDA

219. Welcome

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

220. To receive and consider acceptance of apologies for absence

221. Declarations of Interests and dispensations

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

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

222. To consider the accuracy of the Minutes

3 February 2020

223. Public Forum

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

224. To consider progress with noticeboards, signs and plaques

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

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

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

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

226.1.To receive the minutes of the meeting on 18 February 2020

226.2.A recommendation to approve the purchase of mulch for use in Belle Vue Park, Sparrows Nest and Kensington Gardens, within a maximum budget of £500

226.3.A recommendation to seek advice from an architect as to the optimum internal layout of the Normanston Park changing rooms to support the playing of sports

226.4.A recommendation to approve the use of the Normanston Park car park as a coach drop off and collection point for students in June, July and August

226.5.A recommendation to install a permanent bollard at the Maritime Museum entrance to Sparrows Nest, and a lockable bollard at the gated entrance further along Whapload Road

226.6.A recommendation to appoint Cllr Coleby as Lowestoft Town Council's representative to ParksEast

227. To consider any measures the Town Council can take on its land to address social isolation, including the following:

227.1. A request from East Suffolk Council to install a 'Talking Bench' in Kensington Gardens

228. To consider a recommendation from the Normanston Allotments Working Group for Lowestoft Town Council to grant permission as landowner for vehicular access to the Normanston Allotments to be established from Fieldview Drive

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229. To consider developing a policy for the installation of defibrillators on land owned by the Town Council

230. To consider an enquiry about the lease of a building in Kensington Gardens (confidential)

231. To consider lease arrangements for the Community Halls (confidential)

232. Date of the next meeting

30 March 2020 18:00

233. Items for the next agenda and close

234. 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:

234.1. Any legal issues including those at 230 and 231