

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 3 February 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
28 January 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 3 February 2020

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

AGENDA

193. Welcome

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

194. To receive and consider acceptance of apologies for absence

195. Declarations of Interests and dispensations

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

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

196. To consider the accuracy of the Minutes

6 January 2020

197. Public Forum

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

198. To consider progress with noticeboards, signs and plaques

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

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

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

200. To receive feedback on the monthly market from the Markets Working Group

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

201.1.To receive the minutes of the meetings on 7 January 2020 and 28 January 2020

201.2.A recommendation for a maximum budget of £2,500 to purchase cherry trees, a maximum budget of £200 to purchase peace roses and a maximum budget of £800 to plant the cherry trees and peace roses

201.3. A recommendation for a maximum budget of £500 to purchase three rowan trees and a willow to plant at the Gainsborough Drive Pond

201.4.A recommendation for a maximum budget of £500 to purchase snowdrops for Sparrows Nest and to donate to Arnold's Bequest

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

202. To determine the scope of additional Christmas lights

203. To consider any measures the Town Council can take on its land to address social isolation

204. To consider site visits with East Suffolk Norse's Countryside Officer

205. To consider Friends of Kensington Gardens composting trial

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18:00 on 3 February 2020

- 206. To consider making a recommendation to the Finance and Governance Committee to progress an intrusive geo-environmental survey of the North Denes land situated between the Tingdene Caravan Park and Links Road**
- 207. To consider the provision of adult gym equipment in Normanston Park**
- 208. To consider a request from the Sparrows Nest Bowls Club to externally decorate the Sparrows Nest Bowls Pavilion**
- 209. To consider the opening hours of the Town Council's public conveniences**
- 210. To receive a report on the condition of the Jubilee Bridge, following consultation with East Suffolk Council and Suffolk Highways**
- 211. To consider submitting an application to the Sea-Changers Coastal Fountain Fund 2020, to receive funding towards the installation of water bottle refill stations, and to consider locations**
- 212. To note the consent to adopt the telephone kiosk on Gunton Drive, to confirm arrangements to sign contract of acceptance and to consider how to progress use and maintenance of the kiosk**
- 213. To consider the following regarding the Lowestoft Collection:**
 - 213.1. A recommendation to the Finance and Governance Committee for a maximum budget of £100 for the purchase of new storage boxes for items of the Lowestoft Collection**
 - 213.2. Renewal of the loan agreement for the Lowestoft Collection to the Lowestoft Museum (confidential)**
- 214. To consider options for the Kensington Gardens Boating Lake (some aspects may be confidential)**
- 215. To consider lease arrangements for the Community Halls (confidential)**
- 216. Date of the next meeting**

2 March 2020 18:00
- 217. Items for the next agenda and close**
- 218. 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:**
 - 218.1. Any legal issues including those at 213.2, 214 and 215**