

**Lowestoft Town Council**  
**Meeting of the CCTV Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**19:00 on 11 June 2019**

**MINUTES**

**Present:** Cllrs Peter Collecott (Chair), Amanda Frost, Graham Parker, Andy Pearce and Alice Taylor

**In attendance:** Shona Bendix (Clerk) and Lauren Elliott (Committee Clerk)

**Also in attendance:** Richard Hackney (Operational Manager, Grounds - Waveney Norse) and Mike Daniels (Interim CCTV Manager – Waveney Norse)

**Public:** There were no members of the public in attendance

**11. Welcome and Announcement on Reporting**

The fire evacuation procedure and public right to report were explained and the meeting was welcomed.

**12. Receipt and consideration of acceptance of apologies for absence**

Apologies were received from Cllr Nick Webb. Cllr Taylor proposed acceptance of the apologies; seconded by Cllr Parker; all in favour.

**13. Declarations of Interests and dispensations**

There were none.

**14. Consideration of the accuracy of the Minutes:**

22 May 2019 – Accepted as accurate. Proposed by Cllr Parker; seconded by Cllr Taylor; all in favour.

**15. Public Forum**

There were no members of the public in attendance.

**16. Consideration of items for discussion with Waveney Norse (confidential)**

To be discussed during the confidential session.

**17. Discussion with Waveney Norse regarding the future of the CCTV service (confidential)**

To be discussed during the confidential session.

**18. Consideration of how to progress matters identified at item 17 above (confidential)**

To be discussed during the confidential session.

All Councillors agreed to move the meeting into confidential session.

**19. Resolution to close the meeting to the public:**

19.1 Those matters identified at 16, 17 and 18 above:

**16. Consideration of items for discussion with Waveney Norse (confidential)**

The Chair provided a recap of discussions Lowestoft Town Council has held regarding the CCTV service, the decisions made and the reasons behind them. There was a discussion of the actions to be taken by both Waveney Norse and Lowestoft Town Council.

*Richard Hackney and Mike Daniels left the meeting 19:23*

*The Clerk left the room 19:23*

**17. Discussion with Waveney Norse regarding the future of the CCTV service (confidential)**

*The Clerk returned 19:24*

This item was covered with the discussion of item 16.

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**18. Consideration of how to progress matters identified at item 17 above (confidential)**

The latest legal advice was explained to the Committee. It was agreed that previous recommendations made to and accepted by Full Council from the CCTV Committee should be placed on hold for now. This will be raised at the next Full Council meeting.

**20. Date of the next meeting**

It was agreed the next meeting of the CCTV Committee will be arranged at an appropriate later date. Any updates can be reported to Full Council in the interim.

**21. Items for the next Agenda**

No matters were raised for consideration.

The Chair closed the meeting 19:46.

Signed: .....

Date: .....