

**Lowestoft Town Council**  
**Meeting of the Climate Emergency Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**14:30 on 16 September 2019**

**MINUTES**

**Present:** Cllrs Neil Coleby, Alan Green, Peter Lang (Chair), Andy Pearce and David Youngman

**In attendance:** Shona Bendix (Clerk)

**Public:** There were four members of the public in attendance

**1. Welcome**

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

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

There were none provided for this meeting. Cllr Coleby indicated that he had sent blanket apologies for the period of the last meeting and this was noted.

**3. Declarations of Interests and dispensations**

There were none.

**4. To receive and note the notes of a meeting of the Climate Emergency Working Group on 30 July 2019**

The notes of the previous meeting were accepted and noted.

**5. Public Forum**

A member of the public expressed their view that the availability of non-Councillor positions on the Climate Emergency Committee had not been advertised sufficiently.

**6. Election of a Deputy Chair of the Climate Emergency Committee**

Cllr Youngman was appointed as the Deputy Chair.

**7. A recommendation to Full Council as to the appointment of two non-Councillor members to the Climate Emergency Committee**

Owing to concerns raised by a member of the public about the extent of publicity potentially not enabling the attraction of a wide range of candidates, it was agreed to advertise the positions further on social media and by press publicity. This item will now be carried forward to the next Committee meeting. Thanks were extended to those who had expressed interest to date and apologies were made for any inconvenience the delay in appointing non-Councillor members to the Committee might cause. It was noted that the four expressions of interest will be rolled forward and considered at the next meeting.

**8. Progress with the development of a policy, including the following:**

- 8.1. Organisations the Town Council may wish to liaise with to progress its declaration of a climate emergency – It was agreed the following organisations should be informed of the Town Council's declaration of a climate emergency and enquire whether they have any suggestions of activities that might be appropriate for the Town Council, within the context of a parish council's powers and scope: CEFAS, Suffolk Wildlife Trust, Suffolk County Council, East Suffolk Council, Greenpeace and local suppliers and advisers.

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8.2. Making recommendations as to the scope of activities of the Climate Emergency Committee and how this may affect wider Council decisions – It was agreed that on any policy decisions, the recommendation to Council will be that it voluntarily assess all its deliberations, including for sub-committees, etc, with respect to environmental credentials. It was agreed to recommend to Council that a voluntary environmental impact assessment be incorporated into the summons statement from the Clerk and other documents where this might help the Council identify whether its decisions sufficiently considered the environment. Cllr Coleby had conducted an assessment of environmental aspects of some of the Council’s policies, which will be circulated.

8.3. Receipt of an assessment of Hamilton House – The Clerk presented a copy of the environmental assessment of Hamilton House. This was welcomed and it was agreed that this approach should be taken to assets, grounds maintenance and any contracts. It was agreed that Councillors should car share when they attend asset tours. The grass cutting regime and other such matters could be reviewed, but these are not always straightforward. With regard the Marina Theatre’s heating, a balance had to be sought between cost and environment. With regard to the grass surrounding the Gainsborough Drive pond, a balance had to be sought between safety and biodiversity. It was agreed that increasing the biodiversity of open spaces should be considered, such as wildflowers or a community orchard, etc, as appropriate depending on the space.

**9. Whether to arrange a parish conference on the climate emergency, including relevant speakers**

It was agreed that all East Suffolk local Councils should be asked whether they would like Lowestoft Town Council to organise a conference. It was agreed some of the bordering Parish Councils in Norfolk, such as Bradwell and Hopton, should also be invited, subject to practicalities. East Suffolk and Suffolk County Councils will also be invited.

**10. An update on the Neighbourhood Plan**

The Clerk provided an update on the latest position and the incorporation of environmental consideration into important draft planning policies, such as affordable housing. The idea of these policies is being tested with East Suffolk Council’s planners, but the Town Council is confident that its expert consultant is helping the Town Council create environmentally robust policies, all of which would need the support of the community to achieve. It was agreed that this is an important initiative for the town and that the Committee would welcome more promotion of the Neighbourhood Plan on social media.

**11. Date of the next meeting**

This was provisionally agreed as 14:30 on 7 October.

**12. Items for the next agenda and close**

Any action points from today’s meeting will be included on the next agenda.

**13. Resolution to close the meeting to the public**

There were no confidential matters for consideration.

Signed: .....

7 October 2019