

Lowestoft Town Council Events and Communications Sub-Committee

For the attention of all Committee Members

You are summoned to attend a Meeting of the Lowestoft Town Council Events and Communications Sub-Committee at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE at 15.00 on Thursday 12 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.

S S Bendix

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Shona Bendix, Clerk
5 March 2020

Lowestoft Town Council
Meeting of the Events and Communications Sub-Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
15:00 on Thursday 12 March 2020

AGENDA

92. Welcome

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

93. To receive and consider acceptance of apologies absence

94. Declarations of Interests and Dispensations

94.1 To receive Declarations of Disclosable Pecuniary and Local Non-Pecuniary Interests from Councillors on items on the agenda.

94.2 To note written requests for dispensations for Disclosable Pecuniary Interests

95. Public Forum

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

96. To consider the accuracy of the minutes of 13 February 2020

97. Events

97.1 To note applications received for events on Town Council land and to note amendment to grant of permissions in light of COVID-19 governmental advice.

97.2 To receive a report from the Market Working Group on the return of the market at the Triangle in April.

97.3 To note plans for VE Day 8 May 2020 commemoration

97.4 To note application to hire Kensington Gardens for FL2 Festival weekend.

97.5 To note expressions of interest to hire the Ammunition Bunker at Kensington Gardens during FL2 weekend and agree terms and conditions of any hire arrangement.

97.6 To note Town Council stand at Armed Forces Day on 27 June and consider content and management of this including erection of gazebo.

97.7 To consider submission of an application for Lowestoft to host National Armed Forces Day 2021

97.8 To note Heritage Open Days registration is open for 2020 and to give early consideration to events at LTC locations. To note Cllr Pearce attended HOD taster day training event in Norwich on 11 March.

97.9 To consider a request to organise a Dog Show in Sparrows Nest

98. Communications

To further discuss ideas for improved communication as listed at last meeting

99. Date of next meeting – 3.00 pm on Thursday 16 April 2020

100. Items for the next Agenda and Close.

101. 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 and employment issues relating to the matters on this agenda.