

Lowestoft Town Council Extraordinary Meeting

For the attention of all Councillors

You are summoned to attend an Extraordinary Meeting of Lowestoft Town Council at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE at 18:00 on 13 August 2019.**

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.

A A Taylor

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Alice Taylor, Mayor
6 August 2019

Lowestoft Town Council

Extraordinary Meeting

First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE

18:00 on 13 August 2019

**Public entry through reception permitted between 17:30 – 18.00 only.
Please note that it is highly likely that the main items on this agenda will be held in
confidential session without the public present**

AGENDA

82. Welcome

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

83. To receive and consider acceptance of apologies for absence

84. Declarations of Interests and dispensations

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

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

85. To consider the accuracy of the Minutes

23 July 2019

86. Public Forum

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

87. The Ness

87.1. To consider agreeing the draft Licence to Occupy and any other associated documents including that relating to the JCT Collateral Warranty

87.2. To consider the Transfer Deed for The Ness

87.3. To authorise and name the signatories for the purpose of any documents produced in connection with progressing the decisions under this agenda item

88. Hamilton House

88.1. To consider agreeing the draft lease and associated plan, charging schedules for services and any Service Level Agreements and related contractual matters, including for IT services

88.2. To authorise and name the signatories for the purpose of any documents produced in connection with progressing the decisions under this agenda item

89. Date of the next meeting

20 August 2019

90. Items for the next agenda and close

91. 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:

91.1. Any matters arising under item 87

91.2. Any matters arising under item 88