

# Lowestoft Town Council

For the attention of all Councillors

You are summoned to attend a Full Council Meeting of Lowestoft Town Council, which will be a video meeting via Zoom, at 19:30 on 21 April 2020. **Members of the public are welcome to observe the meeting and submit comments regarding any item on the agenda in advance of the meeting. The link to access the meeting is as follows:**

**<https://youtu.be/FhG1Xyo6ZZ4>. The minutes and all public documents associated with this agenda will be published as usual.** In providing any comments members of the public accept that, where they are suitable, they may be considered at the meeting and published in our minutes. Any individual submitting the comments 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*

.....  
Shona Bendix, Clerk

14 April 2020

# Lowestoft Town Council

## Full Council Meeting

Held via Video Meeting

19:30 on 21 April 2020

### AGENDA

#### **197. Welcome**

Welcome any reminders regarding the right to report and noting the application of the video meeting protocol.

#### **198. To accept apologies for absence from any councillors not in attendance**

#### **199. Declarations of Interests and dispensations**

199.1. To receive Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from Councillors on items on the Agenda and to note that there are no written requests and grants of dispensations for Disclosable Pecuniary Interests

#### **200. To consider adoption of the Video Meeting Protocol (version two) and the Public Participation Protocol (Video Meetings)**

**201. To note that the draft minutes of the meeting of 24 March 2020 will be considered at the next appropriate meeting**

**202. To consider any advance comments from the public on any matters on this agenda**

#### **203. Finance:**

203.1. To note that the following have been circulated in advance:

203.1a. The year end reports for the financial year ending 31 March 2020

203.1b. The 2020 – 2021 budget position

203.1c. A payments, income and expenditure report for the month ending 31 March 2020 and April 2020 to date

203.2. To consider payments (see schedule) for approval

203.3. To consider diverting funds from the Events and Major Events budgets to support the local community during the COVID-19 pandemic

#### **204. Governance**

204.1. To note the renewal of Lowestoft Town Council's registration with the Information Commissioner's Office

204.2. To consider whether and when to hold the Annual Meeting of Lowestoft Town Council, subject to Regulation 4(2) of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

**205. Date of next meeting - to be confirmed**

**206. 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.**