Lowestoft Town Council  
Meeting of Neighbourhood Plan Sub-Committee  
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE  
16.00 on Monday 20 January 2020

MINUTES

Present: Cllrs Alice Taylor (Chair), Robert Breakspear (arrived 16.30), Colin Butler and Amanda Frost  
In attendance: Sarah Foote (Deputy Clerk)  
Public: There were no members of the public in attendance  

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

64. To receive and consider acceptance of apologies for absence  
Apologies were received from Cllr Barnard. Acceptance was proposed by Cllr Taylor, seconded by Cllr Butler and accepted. Cllr Coleby was absent.  

65. Declarations of Interests and dispensations  
Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from Councillors on items on the Agenda – There were no written requests for dispensations for Disclosable Pecuniary Interests.  
No dispensations had previously been granted.  

66. Public Forum  
There were no members present.  

67. Approval of Minutes  
The minutes from the meeting of 16 December 2019 were agreed as an accurate record. Proposed by Cllr Frost, seconded by Cllr Breakspear.  

68. Plan Development  
69.1. Policy Development – was noted as on-going.  
69.2. Designation of Local Green Spaces – work was completed on categorisation of Local Green Spaces, Recreation and Play Areas and Parks.  

70. Date of the next meeting  
4.00 pm on Monday 3 February 2020.  

71. Items for next agenda – none.  

72. 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: There were no confidential matters to consider.  

The Chair closed the meeting at 17.05  