

Lowestoft Town Council Assets, Inclusion and Development Committee

For the attention of all Committee Members

You are summoned to attend a meeting of the Assets, Inclusion and Committee of Lowestoft Town Council, which will be a video meeting via Zoom, at 18:00 on 1 June 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 for members of the public to observe the meeting is as follows: <https://youtu.be/qU3Gycxl7yw>. The link for Councillors to access the Zoom meeting will be sent separately via email. 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 be present.

The Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity as part of relevant decisions.

SS Bendix

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Shona Bendix, Clerk

22 May 2020

Lowestoft Town Council

Meeting of the Assets, Inclusion and Development Committee

Via Video Meeting
18:00 on 1 June 2020

AGENDA

- 1. Welcome**

To welcome the meeting and remind Councillors and members of the public of the right to report and noting the application of the video meeting protocol.
- 2. To receive and consider acceptance of apologies for absence**
- 3. Declarations of Interests and dispensations**
 - 3.1. 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
- 4. To receive any comments and note that the draft minutes of the meeting on 2 March 2020 will be considered at the next appropriate meeting**
- 5. To consider any advance comments from the public on any matters on this agenda**
- 6. To review and adopt Committee arrangements**
 - 6.1. To note the membership of the Assets, Inclusion and Development Committee
 - 6.2. To appoint the Deputy Chair of the Assets, Inclusion and Development Committee
 - 6.3. To review and adopt the Terms of Reference of the Assets, Inclusion and Development Committee
- 7. To review and adopt Sub-Committee arrangements for the Parks and Open Spaces Sub-Committee**
 - 7.1. To confirm the composition
 - 7.2. To review and adopt the Terms of Reference, including to consider extending the remit to include recommendations on how to balance COVID-19 recovery against climate and biodiversity considerations
 - 7.3. To review any delegations
- 8. To review and adopt Working Group arrangements for the Toilet Strategy Working Group, the Triangle Market Working Group and the Normanston Allotments Working Group**
 - 8.1. To confirm the composition
- 9. To review the register of land and assets, including building and office equipment**
- 10. To consider working with Cllrs Coleby, Green and Taylor to look at the capital grants programme and the Council's priorities, with a view to making recommendations to the Finance and Governance Committee**
- 11. To consider a policy for the installation of defibrillators on land owned by the Town Council**
- 12. To consider the following regarding public conveniences:**
 - 12.1. How to progress the Full Council decision to prioritise the Fen Park and Sparrows Nest public conveniences
 - 12.2. Whether to progress a Changing Places toilet, and if so to consider an appropriate location
- 13. To consider adding Siltex to the Fen Park lake to enable the lake to regenerate and**

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oxygenate for and to encourage the return and preservation of wildlife

- 14. To consider a request for a memorial bench in Kensington Gardens**
- 15. Date of the next meeting**
6 July 2020 18:00
- 16. Items for the next agenda and close**
- 17. 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**