

# 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 Development Committee of Lowestoft Town Council, which will be a video meeting via Zoom, at 18:00 on 2 November 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/i4gECXmePrw>. 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.

*S S Bendix*

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Shona Bendix, Clerk  
26 October 2020

# Lowestoft Town Council

## Meeting of the Assets, Inclusion and Development Committee

Via Video Meeting  
18:00 on 2 November 2020

### AGENDA

**78. 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.

**79. To receive and consider acceptance of apologies for absence**

**80. Declarations of Interests and dispensations**

80.1. 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

**81. To receive any comments and note that the draft minutes of the meeting on 5 October 2020 will be considered at the next appropriate meeting**

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

**83. To consider the following regarding parks and open spaces:**

83.1. To receive any comments and note the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 20 October 2020

83.2. To consider the following recommendations from the Parks and Open Spaces Sub-Committee:

83.2a. To ask the Finance and Governance Committee to consider an annual budget for the use of mulch in the Town Council's parks, in addition to the £500 budget already approved for this year, and to consider developing a policy for the use of mulch

83.2b. To grant delegated authority to the Deputy Clerk, working with Cllrs Barnard and Coleby, to progress planting schemes for the autumn plant and bulb orders

83.2c. To proceed with the planting of the Tree Council funded trees this year, subject to Full Council's approval of the watering budget

83.2d. To seek advice from a consultant on how to manage water usage in the Town Council's parks

83.3. To note there is no active water supply to the old toilet block in Belle Vue Park

83.4. To consider progress with memorial lecterns for the Belle Vue Park Peace Garden and Kensington Gardens Holocaust Memorial Garden

83.5. To consider complaints received following the installation of lockable bollards at Sparrows Nest

83.6. To receive any updates on improvement work to Whitton Green

83.7. To consider the provision of adult gym equipment, if information has been received

**84. To consider how to progress the following actions towards implementation of the Town Council's Health Emergency Declaration:**

84.1. Exploring opportunities to enhance and expand the Town Council's provision of allotments

84.2. Progressing outdoor shopping and entertainment opportunities, including an outdoor market and cultural/event space in parks

84.3. Exploring opportunities to enhance the community benefit of the Town Council's Community Halls and leisure facilities, including through related sports clubs

**85. To consider how to progress the installation of a bus shelter on Harris Avenue**

**86. To note that further land transfer requests from East Suffolk Council are currently on hold**

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until further notice, including urban pockets of land to accommodate noticeboards and bottle banks, and to enhance existing Town Council assets

87. To consider the results of the environmental assessments of the Town Council's ponds, if received
88. To consider progress with the development of the Community Engagement policy
89. To note that there have been further incidents of anti-social behaviour at the Rotterdam Road public conveniences, and to consider any measures to help prevent further incidents
90. To consider which assets the Town Council would wish to cover, if it were to consider running a CCTV service
91. To note that the Standing Orders and Policies Sub-Committee is considering Committee and Sub-Committee structures and Terms of Reference, and to consider whether to submit any comments
92. To consider requests to hire the Kensington Gardens Ammunition Bunker (some aspects may be confidential)
93. To consider a request to grant Freedom of the Town, and Freeman status (some aspects may be confidential)
94. **Date of the next meeting**  
7 December 2020 18:00
95. **Items for the next agenda and close**
96. 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