

Lowestoft Town Council Events and Communications Sub-Committee

For the attention of all Sub-Committee Members

You are summoned to attend a Meeting of the Lowestoft Town Council Events and Communications Sub-Committee at **via Video Conferencing at 15.00 on Thursday 17th December 2020**

Members of the public are welcome to observe the meeting, which can be accessed via <https://youtu.be/kikMRRNG5uU> and are welcome to submit comments regarding any item on the agenda in advance of the meeting. 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.* The Council's Public Participation Protocol for Video Meetings will apply to this meeting.

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. . In this instance, the summons is for a video meeting and any councillor declaring a pecuniary interest will be disconnected from the call and redialled when the agenda item is complete.

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
10 December 2020

Lowestoft Town Council
Meeting of the Events and Communications Sub-Committee
Remote meeting to commence at 15.00 on Thursday 17th December 2020
Stream Link: <https://youtu.be/tdGjmE5tO4g>

AGENDA

201. 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

202. To receive and consider acceptance of apologies absence

203. Declarations of Interests and Dispensations

195.1 To receive Declarations of Disclosable Pecuniary and Local Non-Pecuniary Interests from Councillors on items on the agenda.

195.2 To note written requests for dispensations for Disclosable Pecuniary Interests

204. Public Forum

To consider any comment from members of the public submitted in advance of the meeting.

205. To receive any comments and note that the draft minutes of the meeting on 26 November 2020 will be considered at the next appropriate meeting.

206. Events

206.1 Commemoration Events of 2020 - to note Town Council events which were postponed due to the covid pandemic and consider plans for rearrangement of these events including: VE Day, Anniversaries for Battle of Britain and Battle of Dunkirk and installation of memorial plaques for both, and any other events, including those being organised by outside bodies at which the Town Council would be represented.

206.2 To note progress of Memorial Plaque Lowestoft trail

206.3 To consider listing the Memorial plaque at Lowestoft train station

206.4 To consider arrangements for the commemoration of Holocaust Memorial Day 2021.

206.5 To consider support of an involvement with the planned NHS, Social Care & Frontline Workers Day on 5th July 2021.

207. Communications

To note launch of Lowestoft Place Branding (The Lowestoft Story) and how the Town Council will build this into its communications.

208. Date of next meeting – to be agreed as appropriate

209. Items for the next Agenda and Close.