

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 15 December 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 observe the meeting is as follows:**

<https://youtu.be/VmewQi0iOJQ>. Councillors will be sent an email with the link to access the Zoom 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.

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.

SS Bendix

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Shona Bendix, Clerk
8 December 2020

Lowestoft Town Council

Full Council Meeting

Held via Video Meeting

19:30 on 15 December 2020

AGENDA

134. 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.

135. To consider apologies for absence from any councillors not in attendance

136. Declarations of Interests and dispensations

136.1. 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

137. To receive any comments and note that the draft minutes of the meeting on 24 November 2020 will be considered at the next appropriate meeting

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

139. Finance

139.1. To receive the draft minutes of the meeting on 10 December 2020, and to note that any recommendations will be considered at the next Full Council meeting

139.2. To receive and consider the following:

139.2a. The 2020 – 2021 budget position

139.2b. To consider and determine the draft 2021 – 2022 budget and precept

139.2c. To note any bank reconciliations

139.2d. Payments, including those made under delegated authority, any Covid-19 grant awards and any for approval, and income and expenditure reports for the month ending 30 November 2020 and December 2020 to date

139.2e. A request for funding from Lowestoft Rising

139.2f. The cost of repair work to the Jubilee Bridge (confidential)

140. Governance

140.1. To consider actions by the Town Council in response to the COVID-19 pandemic

141. Assets, Inclusion and Development

141.1. To receive the draft minutes of the meeting on 7 December 2020

141.2. To consider the following recommendations from the AID Committee:

141.2a. To trial the reinstatement of the land of the former Parklands play area as unlocked public open space, subject to inspection of the land

141.2b. To install a bin at the entrance to every Town Council owned park and play area, and bicycle racks and benches where necessary

141.2c. To purchase and install a wheelchair accessible picnic bench for the Stoven Close play area, within a maximum budget of £1,000 and with delegated authority to the Clerk to progress

141.2d. To approve requests received to award Freedom of the Town (confidential)

141.2e. To approve a request to trade at the Links Road car park in 2021 (confidential)

142. Planning and Environment

142.1. To receive the draft minutes of the meetings on 24 November and 8 December 2020

143. Climate Emergency

143.1. To receive the draft minutes of the meeting on 1 December 2020

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144. Community Safety

144.1. To appoint the Chair of the Community Safety Committee

145. Personnel

145.1. To appoint the Chair of the Personnel Committee

145.2. To receive the draft minutes of the meeting on 3 December 2020

145.3. To consider staff terms and conditions, including recommendations from the Personnel Committee (confidential)

146. Date of next meeting

26 January 2021 19:30

147. Items for the next agenda and close

148. 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 and employment issues relating to the matters on this agenda, including the following:

148.1. Any legal matters, including those above as required

148.2. Any employment matters, including those above as required