

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 28 July 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/hUYm7KeUecY>. **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
17 July 2020

Lowestoft Town Council

Full Council Meeting

Held via Video Meeting

19:30 on 28 July 2020

AGENDA

47. 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.

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

49. Declarations of Interests and dispensations

49.1. 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

50. To receive any comments and note that the draft minutes of the meeting on 23 June 2020 will be considered at the next appropriate meeting

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

52. Finance

52.1. To receive the draft minutes of the meeting on 9 July 2020

52.2. To receive and consider the following:

52.2a. The 2020 – 2021 budget position and to note that bank reconciliations for April and May 2020 have been completed

52.2b. Payments, income and expenditure reports for the month ending 30 June 2020 and July 2020 to date, including any payments made under delegated authority and any COVID-19 grant awards

52.3. To consider any payments for approval (see schedule)

52.4. To consider the following recommendations from the Finance and Governance Committee:

52.4a. To approve the current reserves position, including the application of the Reserves Policy and the allocation in general and earmarked reserves

52.5. To consider granting delegated authority to the Clerk to progress environmental surveys of the North Denes area, within a budget of £7,000

52.6. To consider whether there has been any changes to the advice previously given regarding offering thanks to keyworkers and Suffolk County Council plans for a memorial woodland

52.7. To consider re-advertisement and changes to the Events and Communications Officer post

52.8. To consider the following regarding the Marina Theatre:

52.8a. Bird control measures, within a maximum budget of £7,800

52.8b. Funding (confidential)

52.9. To note trading arrangements in Links Road car park (confidential)

53. Governance

53.1. To consider actions by the Town Council in response to the COVID-19 pandemic, including the implementation of recovery measures and the Reopening High Streets Safely Fund

53.2. To note any progress with the External Audit and the conclusion of the period for the exercise of public rights

53.3. To note Councillors and staff who have completed the agreed Equality and Diversity online training

53.4. To consider whether to submit a response to the national consultation on the proposed new model Code of Conduct, and if so to consider what the response should be

53.5. To consider scheduling comfort breaks into Town Council meetings

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53.6. To consider Lowestoft Town Council involvement with Lowestoft and Northern Parishes Community Partnership

54. Assets, Inclusion and Development

54.1. To receive the draft minutes of the meeting on 6 July 2020

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

54.2a. To adopt the Friends, Stakeholders and Assets Policy, subject to the necessary amendments to the management structure and a review of the insurance provisions

54.3. To consider the installation of a 'Talking Bench' in Kensington Gardens

54.4. To note that the Clerk has written to Suffolk County Council regarding the proposed closure of two Children's Centres in Lowestoft

54.5. To consider options for the future of the Triangle Market and Sails, including to consider traffic control and renewed promotion of a market (some aspects may be confidential)

54.6. To consider the Lowestoft Place Board report, including the promotion of apprenticeships

55. Planning and Environment

55.1. To receive the draft minutes of the meeting on 23 June and 7 July 2020

55.2. To consider whether to delegate authority to the Planning and Environment Committee and agree any related recommendation in relation to assets of community value (right to buy) consultations

55.3. To note that Cllr Youngman has resigned from the Planning and Environment Committee

56. Climate Emergency

56.1. To receive the draft minutes of the meeting on 7 July 2020

56.2. To consider the following recommendations from the Climate Emergency Committee:

56.2a. To adopt the Sustainability Strategy and task the Climate Emergency Committee with its implementation

56.3. To consider the Development and Coastal Change Supplementary Planning Document and its effect on Town Council land

57. Legal

57.1. To consider the design and construction features for completion of The Ness (confidential)

57.2. To consider ownership and development of the Triangle Market (confidential)

57.3. To consider an offer to purchase an area of the Great Eastern Linear Park (confidential)

57.4. To consider any issues relating to East Suffolk Council acting in trust for the Town Council in relation to land leased to Tingdene North Denes Ltd (confidential)

58. Date of next meeting

25 August 2020 19:30

59. Items for the next agenda and close

60. 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:

60.1. Any legal matters, including those above as required