

# 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 at 18:00 on 4 October 2021, at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE.**

**The meeting is open to the public and press to attend** and those attending the meeting shall be informed that the meeting may be reported on (including recording, photographing and filming). This does not apply to confidential items. Comments can also be submitted regarding any item on the agenda in advance of the meeting. Members of the public can join the meeting remotely via the following link: <https://us02web.zoom.us/j/85376558150>. The meeting can also be observed via the following link: <https://youtu.be/PCNCQvgufR0>. 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.

To help prevent the spread of Covid-19, all attendees should bring their own refreshments, their own pen for signing in, and should dress appropriately given the need for increased ventilation on the site. Every person attending should make their own risk assessment of the advisability of attending and/or any measures they should take individually to ensure their safety.

*S S Bendix*

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Shona Bendix, Clerk  
27 September 2021

**Lowestoft Town Council**  
**Meeting of the Assets, Inclusion and Development Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**18:00 on 4 October 2021**

**AGENDA**

**70. Welcome**

To explain the fire evacuation procedure, welcome the meeting, and remind councillors and members of the public right to report.

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

**72. Declarations of Interests and dispensations**

72.1. 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

**73. To consider the draft minutes of the meeting on 6 September 2021**

**74. Public forum**

An opportunity for the public to make comments on any matters on this agenda, and to consider any advance comments from the public.

**75. To monitor expenditure by this Committee and its Sub-Committees from their delegated budgets**

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

76.1. Receiving any comments and noting the draft minutes of the Parks and Open Spaces Sub-Committee meetings on 21 September 2021

76.2. The following recommendations from the Parks and Open Spaces Sub-Committee:

76.2a. An in-principle commitment to explore options for lights in the Town Council's parks and open spaces, taking account of practicalities and power supplies

76.2b. An in-principle commitment to create a public art policy

76.2c. An in-principle commitment to create provision for creative/artistic space in the Town Council's parks and open spaces, to be incorporated into the scheduled refurbishment of the parks

76.3. Specifications for benches, including to consider any suggestions from Councillors

76.4. Refurbishment options for the St Margaret's Plain play area

76.5. The cost of Holocaust Memorial items from the Kensington Gardens plan

76.6. An update on planting plans for 2021 – 2022

76.7. Quotations for the de-silting of the Fen Park and Gainsborough Drive ponds

76.8. Feedback and actions arising from site visits to the following:

76.8a. Britten Road play area

76.8b. Bentley Drive play area, including whether to install a gate at the Howley Gardens entrance

76.8c. Clarkes Lane

76.9. An offer from a private individual of a water fountain to install in the Kensington Gardens fish pond

76.10. The following regarding The Ness

76.10a. Installation of a dog litter bag dispenser

76.10b. A request to install a kittiwake nesting structure

76.10c. Options for a coast garden

76.11. Options for the Normanston Park skate park (some aspects may be confidential)

**77. Events and Communications:**

77.1. To receive any comments and note the draft minutes of the Events and Communications Sub-Committee meetings on 13 and 17 September 2021

77.2. To consider requests from Cllrs Graham Parker and Elise Youngman to join the Events and Communications Sub-Committee

# **Lowestoft Town Council**

## **Meeting of the Assets, Inclusion and Development Committee**

**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**

**18:00 on 4 October 2021**

- 78. To review the Town Council's Asset Register**
- 79. To consider licensing arrangements for the Triangle Market area**
- 80. To consider inclusion and development related concerns regarding regeneration and cultural investment in Lowestoft (some aspects may be confidential)**
- 81. To consider arrangements for the Sparrows Nest Movie Makers Theatre (confidential)**
- 82. Date of the next meeting**  
1 November 2021 18:00
- 83. Items for the next agenda and close**
- 84. 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:**
  - 84.1. To consider any legal issues, including those above as required**