

Lowestoft Town Council Budget and Loan Sub-Committee

For the attention of all Sub-Committee Members

You are summoned to attend a meeting of the Budget and Loan Sub-Committee of Lowestoft Town Council at 13:30 on 5 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/87125569098>. The meeting can also be observed via the following link: <https://youtu.be/HFWJLBBwcMs>. *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
28 September 2021

Lowestoft Town Council
Meeting of the Budget and Loan Sub-Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
13:30 on 5 October 2021

AGENDA

63. Welcome

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

64. To receive and consider acceptance of apologies for absence

65. Declarations of Interests and dispensations

65.1 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

66. To consider the draft minutes of the meeting on 16 August 2021

67. 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.

68. To review expenditure by Committees and Sub-Committees from their delegated budgets

69. To consider the 2021 – 2022 Lowestoft Town Council Budget and embedding a five-year budgeting plan (some aspects may be confidential)

70. To consider the 2022 – 2023 Lowestoft Town Council Budget (some aspects may be confidential)

71. To consider the adequacy of the elections, personnel and Christmas lights budgets across 2021 – 2023

72. To note the decision of the Finance and Governance Committee to provide smartphones to all Town Council officers within a maximum budget of £5,000 from the staff reserve, and to consider the ongoing monthly contract fee

73. To consider the budget required and where within the budget funding would be taken for the following (some aspects may be confidential):

73.1 Jubilee Bridge

73.2 Triangle Market infrastructure

73.3 Improvements to the Denes Oval

73.4 Marina Theatre flying rig

73.5 Kensington Gardens centenary and Holocaust Memorial items

74. To note decisions of the Full Council meeting on 28 September 2021 affecting the Budget

75. To progress a request from the Finance and Governance Committee to treat Heritage Open Days as a major event from 2022 – 2023, with a maximum budget of £5,000

76. To consider the implication of the following recommendations from the Community Safety Committee (pending approval by Full Council):

76.1 To allow budget provision for the installation of up to three defibrillators in 2021 – 2022 (two to be funded from the 2021 – 2022 defibrillator budget, one from the Community Safety earmarked reserve)

76.2 To allow budget provision for the installation of three Town Council defibrillators in 2022 – 2023 (one at each of the Town Council's Community Halls)

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77. To consider consultancy and project management requirements and budgeting for 2022 – 2023 (some aspects may be confidential)

78. Date of the next meeting

11 October 2021 at 13:15.

79. Items for the next Agenda and Close

80. 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