

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 3 October 2022, 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/81557640600>. The meeting can also be observed via the following link: <https://youtu.be/kx8Fvk-0j2g>. 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
26 September 2022

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 3 October 2022

AGENDA

89. Welcome

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

90. To receive and consider approval of apologies for absence

91. Declarations of Interests and dispensations

91.1. 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

92. To consider the draft minutes and confidential note of the meeting on 5 September 2022

93. 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.

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

95. Parks and Open Spaces:

95.1. To consider quotations for the refurbishment of the Rosedale Park and Bentley Drive play areas

95.2. To consider quotations to address drainage issues in Sparrows Nest

95.3. To consider quotations for maintenance to the town sign

95.4. To consider quotations to replace areas of wet pour matting in Fen Park

95.5. To consider the budget and scheduling for a replacement footbridge in Fen Park

95.6. To consider quotations to install fencing and 'no parking' signage at Stoven Close

95.7. To consider the purchase of a bin for the picnic area at The Ness

95.8. To consider further information regarding the offer of a 'Reading Chair' for Kensington Gardens, and the provision of 'Reading Chairs' in other parks

95.9. To consider a request from the Kensington Gardens Bowls Club to install a wall mounted noticeboard on the pavilion, including to note whether planning consent is required

95.10. To consider any methods of water conservation

96. Events and Communications:

96.1. To consider how to progress the installation of heritage plaques, particularly budget and permission requirements

97. Allotments:

97.1. To consider any recommendations from the Finance and Governance Committee regarding renewal of the lease (some aspects may be confidential)

98. Sports and leisure facilities

98.1. To consider making a recommendation to Full Council on whether to extend the current policy on not charging for use of Town Council sports and leisure facilities to the 2023 – 2024 financial year, or whether to re-introduce charging

98.2. To consider promotion of the Town Council's free sports and leisure facilities

99. Community Halls

Lowestoft Town Council

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18:00 on 3 October 2022

- 99.1. To consider a request to purchase a replacement community noticeboard for the Gunton Estate Residents' Meeting Hall
- 99.2. To consider setting a budget for a deep clean and painting of the Whitton Residents' Hall
100. To consider what administrative, logistical and funding support the Town Council should offer going forward to recognised Friends/Community Groups, and to consider making a recommendation to the Budget and Loan Sub-Committee regarding an associated funding provision in the 2023 – 2024 budget
101. To consider the scheduling and budgeting of pond maintenance work as identified in the Lowestoft Town Pond and Watercourse Appraisal
102. To consider the donation or disposal of obsolete light fixtures at the Marina Theatre
103. To accept a framed shirt from the Lowestoft Town Cricket Club
104. To receive an update from East Suffolk Council on the proposed new traffic management system between the High Street and Artillery Way, and any other plans to address traffic and parking issues in and around the Triangle Market site
105. To receive an update from East Suffolk Council and Suffolk County Council on the proposed new bollard/gate to prevent traffic contravening the Traffic Regulation Order and cutting through the Triangle Market
106. To consider a proposal from the Environment and Waste Working Group regarding bulky waste collection to target fly tipping
107. To consider a request for transfer or fencing of land at Turnberry Close, including feedback from a recent site visit (some aspects may be confidential)
108. To consider making recommendations to Full Council regarding the leaseback provisions in the Waveney District Council (Reorganisation of Community Governance) Order 2017 (confidential)
109. To receive an update regarding non-payment of rent from a tenant (confidential)
110. Date of the next meeting
7 November 2022 18:00
111. Items for the next agenda and close
112. 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:
 - 112.1. To consider any legal issues, including those above as required