

Lowestoft Town Council Finance and Governance Committee

For the attention of all Committee Members

You are summoned to attend a Meeting of the Finance and Governance Committee of Lowestoft Town Council at 15:00 on 3 April 2023, 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/83663739846>. The meeting can also be observed via YouTube on the following link: https://youtu.be/v8u_09eCdP0.

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 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 **relevant interests** in matters on the Agenda cannot take part or vote on those matters, 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 case 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.

To help prevent the spread of infectious diseases, all attendees should consider the safety of others, make their own risk assessment of the advisability of attending and consider measures they should take to ensure their own safety.

S. Bendix

.....
Shona Bendix, Clerk
27 March 2023

Lowestoft Town Council
Extraordinary Meeting of the Finance and Governance Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
15:00 on 3 April 2023

AGENDA

200. Welcome

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

201. To receive and consider approval of apologies for absence

202. Declarations of Interests and dispensations

202.1. To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda

202.2. To consider written requests for dispensations for Disclosable Pecuniary Interests and note dispensations granted

203. To consider the draft minutes and appended confidential notes of the meeting on 13 and 27 March 2023

204. To consider whether the Standing Orders and Sub-Policies Sub-Committee should meet during the month of April

205. 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.

206. Budget and Loan:

206.1. To receive the draft minutes of the Budget and Loan Sub-Committee meeting on 20 February 2023

206.2. To monitor the budget for 2022 – 2023 and 2023 – 2024, including delegated Committee and Sub-Committee budgets

206.3. To consider the purchase of spare jabots for the Mayoral robes

206.4. To note any bank reconciliations

207. Payments and Receipts:

207.1. To note the income and expenditure reports for March 2023 and April 2023 to date, including payments made under delegated authority (see schedules)

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

208. Other financial and governance matters, including:

208.1. To consider the cost of progressing a condition survey and obtaining of quotes for repair and restoration work to the Denes Oval wall (some aspects may be confidential)

208.2. To consider the following further to the Denes Oval site visit of 3 March 2023 (some aspects may be confidential):

208.2a. To receive an update on liaison with the Cricket Club to implement urgent remedial work to ensure facilities are ready for the start of the 2023 cricket season in April

208.2b. To receive an update on arranging a Zoom meeting with legal advisers regarding licences for the Denes Oval Tennis and Cricket Clubs

208.3. To consider a report from the Town Clerk on rollout of new grounds maintenance arrangements (confidential)

209. To consider lease and licence arrangements for the following (some aspects may be confidential):

209.1. Royal Naval Patrol Service Association Museum

209.2. Martello and Giardino

Lowestoft Town Council

Extraordinary Meeting of the Finance and Governance Committee

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

15:00 on 3 April 2023

209.3. Maritime Museum

209.4. To receive an update on VAT advice and any implications for the Marina Theatre lease and Towns Fund project (confidential)

209.5. To receive an update on the status of the lease for the Lowestoft War Memorial Museum (confidential)

210. Date of the next meeting

23 May 2023 14:00

211. Items for the next agenda and close

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

212.1. Any legal matters, including those above as required