

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, which will be held at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE** at 19:00 on 2 October 2023.

The meeting is held in accessible premises and open to the public and press to attend.

Those attending 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 submitting 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/83646848568>. The meeting can also be observed via YouTube on the following link: <https://youtu.be/2OwjHd7tes8>.

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 S Bendix

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Shona Bendix, Clerk
25 September 2023

Lowestoft Town Council
Meeting of the Assets, Inclusion and Development Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
19:00 on 2 October 2023

AGENDA

103. Welcome

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

104. To receive and consider approval of apologies for absence

105. Declarations of Interests and dispensations

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

105.2. To consider written requests for dispensations for interests and note dispensations granted.

106. To consider the draft minutes and confidential note of the meeting on 4 September 2023

107. 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.

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

109. Parks and Open Spaces:

109.1. To receive and note the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 19 September 2023

109.2. To consider any recommendations from the Parks and Open Spaces Sub-Committee on the following:

109.2a. The development of pink and white beds, and a snowdrop planting plan for Belle Vue Park, in line with the five-year plans

109.3. To receive a report on the grounds maintenance

109.4. To consider the following regarding The Ness:

109.4a. Receive an update on the replacement of the basket swing at The Ness play area

109.4b. Approval of a £75 landscape design consultation fee for the coastal garden

109.5. To consider works required for Fen Park Pond

109.6. To consider the following regarding Belle Vue Park:

109.6a. To consider miscellaneous preparations and works for the 150th anniversary of Belle Vue Park and the required budget

109.6b. An application for a memorial tree

109.7. To consider two applications for memorial benches at Sparrows Nest

109.8. To consider the costs and installation of a standpipe at Normanston Park

110. Events and Communications:

110.1. To receive and note the draft minutes of the Events and Communications Sub-Committee meeting on 27 September 2023

110.2. To consider any recommendations from the Events and Communications Sub-Committee on the following:

110.2a. Options for a consort badge for Mayor and Deputy Mayor and any costs involved

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111. Allotments:

111.1. To receive and note the draft minutes of the Allotments Sub-Committee meeting on 15 September 2023

111.2. To consider cost of removal of waste at St Margaret's allotment site

112. To receive an update on the Bulky Waste Collection trial (some aspects may be confidential)

113. To receive an update on the following standalone meetings:

113.1. Friends of Groups

113.2. Stakeholder

114. To receive an update on the commencement date for works by the Lawn Tennis Association

115. To receive an update on the commencement date for preventative repair works at Sparrows Nest

116. To consider possible grant funding options for Town Council projects

117. To receive feedback on the relocation of the John Reay mural

118. To consider works on the Denes Oval clubhouse for 2025-2026

119. To consider the installation of solar panels on the Martello building

120. Date of the next meeting

Monday 6 November 2023 – 19:00

121. Items for the next agenda and close

122. 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:

122.1. To consider any legal issues, including those above as required