

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 13 May 2024.

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/81886602160>. The meeting can also be observed via YouTube on the following link: <https://youtu.be/plWbkoFZ80g>.

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.

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Sarah Foote, Acting Town Clerk
3 May 2024

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 13 May 2024

AGENDA

250. Welcome

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

251. To receive and consider approval of apologies for absence

252. Declarations of Interests and dispensations

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

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

253. To consider the draft minutes and confidential note of the meeting on 8 April 2024

254. 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.

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

256. Parks and Open Spaces:

256.1.To receive and note the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 16 April 2024

256.2.To receive an update on the status of condition surveys and chartered reports for the Normanston Park toilets and changing rooms and the Lowestoft Cemetery toilets

256.3.To consider a maximum budget of £160 for a sign for the Denes Oval putting green

256.4.To consider a request for sponsorship of the Friends of Kensington Gardens

256.5.To endorse the recommendation from the Parks and Open Spaces Sub-Committee on the first-year priorities for the five-year plans

257. Community Safety

257.1.To receive and note the draft minutes of the Community Safety Sub-Committee meeting on 27 March 2024

258. Events and Communications

258.1.To receive and note the draft minutes of the Events and Communications Sub-Committee meeting on 24 April 2024

259. Allotments

259.1.To receive and note the draft minutes of the Allotments Sub-Committee meeting on 3 May 2024

260. To consider replacement lights for the Gunton Estate Community Hall

261. To consider a request for the relocation of public Wi-Fi and footfall counter equipment on the Marina Theatre

262. To consider a business proposal relating to a Lowestoft Town Council building asset (confidential)

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263. To receive and consider a report on a Lowestoft Town Council building asset (confidential)

264. Date of the next meeting

Monday 3 June 2024 – 19:00 – To be confirmed at the Annual General Meeting

265. Items for the next agenda and close

266. 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:

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