

**Lowestoft Town Council**  
**Meeting of the Climate and Ecological Emergency Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**15:30 on 18 September 2023**

**MINUTES**

**Present:** Cllrs Sonia Barker, Wendy Brooks, Janet Craig, Paul Page (Chair), Deborah Ray (Deputy Chair – via zoom) and non-Councillor members Rachel Bunn and John Sillett

**In Attendance:** Shona Bendix (Town Clerk) and Taylor Williams (Committee Clerk)

**Public:** One in person and one via zoom

**65. Welcome**

The fire evacuation procedure and public right to report was explained and the meeting was welcomed.

**66. To receive and consider approval of apologies for absence**

Apologies were received from Cllr Pearce with reasons provided. Cllr Page proposed approval of the apologies received; seconded by Cllr Brooks; all in favour.

Cllr Page had contacted Cllr D Youngman who confirmed he was interested in remaining on this Committee but was unavailable for 15:30 meetings. The Chair would discuss the schedule with members, however any changes would need to be approved by Full Council.

**67. Declarations of Interests and dispensations**

67.1. To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda – Cllrs Barker and Brooks declared they were members of Suffolk Wildlife Trust. Cllr Barker declared she was Chair of the Events and Communications Sub-Committee. Cllr Craig declared she was an East Suffolk Councillor. Mr Sillett declared he was a member of East Suffolk Travel Association.

67.2. To consider written requests for dispensations for Disclosable Pecuniary Interests and note dispensations granted – No written requests for dispensations had been received.

**68. To consider the draft minutes and confidential note of the meeting on 21 August 2023**

Cllr Page proposed approval; seconded by Cllr Craig; four in favour and one abstention.

**69. 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 – The member of public attending in person made no comments. The member of public attending via zoom represented Rights Community Action.

*Ms Bunn entered the chamber at 15:44*

Cllr Barker suggested a meeting be arranged with Rights Community Action and this Committee. It was noted that Hugh Ellis was due to be invited to attend a meeting with this Committee and the Planning Committee to speak on the Waveney Local Plan.

Cllr Ray suggested the draft Climate Action Plan not be recommended for adoption to Full Council until the meeting with Hugh Ellis has taken place.

# Lowestoft Town Council

## Meeting of the Climate and Ecological Emergency Committee

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

15:30 on 18 September 2023

**70. To monitor expenditure by this Committee from the climate emergency budget, under delegated authority**

There was no updated position on expenditure to be provided at the time of the meeting.

**71. To consider any matters to raise with Cllr Rachel Smith-Lyte (Cabinet Member for the Environment) or Cllr Caroline Topping (East Suffolk Council Leader with responsibility for Parish Liaison) and/or the Environment and Waste Group, and to receive feedback on any matter previously raised, including the following:**

An update on the bulky waste trial was due to be provided to the Finance and Governance Committee. As Chair of the Environment and Waste Group, Cllr Brooks confirmed the group no longer existed and it was agreed the group would be removed from the agenda item.

Cllr Brooks proposed the next East Suffolk Council Quarterly Liaison meeting focus on the climate and ecological emergency; seconded by Cllr Barker; all in favour.

**71.1. To give early consideration to review of the Waveney Local Plan – Cllr Brooks proposed Mr Hugh Ellis be invited to speak at the next meeting about the Waveney Local Plan as issues had been raised by external bodies; seconded by Cllr Page; all in favour. Officers would ascertain when the Waveney Local Plan was due for review.**

**72. To consider the following items on the agenda:**

**72.1. To consider the following in relation to the Earth Protector Town Status of Lowestoft Town Council and relevant actions:**

72.1a. Signing up as the community lead on Plastic Free Communities – Cllr Page proposed Lowestoft Town Council be signed up as the community lead on Plastic Free Communities; seconded by Cllr Brooks; all in favour. Cllr Brooks suggested cleaning materials and toilet rolls used in the community halls be reviewed as part of the plastic free commitment.

**72.2. To consider Lowestoft Town Council's draft Climate Action Plan and relevant actions:**

72.2a. Include in the plan an annual review of the greenhouse gas emissions of Lowestoft Town Council against the baseline 2019 Greenhouse Gas Report to ensure the Town Council is on target to meet its commitment to reach net zero emissions by 2030 – It was agreed to defer approval of this amendment and the recommendation of the Climate Action Plan to Full Council until the Committee has spoken to Mr Hugh Ellis.

**72.3. To consider the natural environment with regards to Lowestoft's parks and open spaces and relevant actions:**

72.3a. To receive an update regarding the Lowestoft Kittiwake Partnership (confidential) – To be discussed in confidential session.

72.3b. To consider a grant application from the Lowestoft Kittiwake Partnership (some aspects may be confidential) – To be discussed in confidential session.

**72.4. To consider issues relating to the energy and water supply of the built environment of Lowestoft and relevant actions:**

72.4a. Receive an update on a new energy supplier – The Committee Clerk confirmed the proposed energy supplier from the previous meeting had been contacted for quotes and were awaiting a response.

72.4b. Receive an update on the water refill scheme of Lowestoft Vision – Lowestoft Vision had confirmed they received no response to their newsletter advertising the scheme and would speak to businesses individually.

It was suggested for the Town Council to approach business on the Triangle Market, with support sought from the Most Easterly Group.

**Lowestoft Town Council**  
**Meeting of the Climate and Ecological Emergency Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**15:30 on 18 September 2023**

Ms Bunn proposed the Physical and Mental Wellbeing Group for Lowestoft and Waveney also be contacted and asked to promote the scheme to their contacts; seconded by Cllr Brooks; all in favour.

Further organisations suggested were the Kirkley People's Forum, Friends of Kensington Gardens and Kirkley Business Forum.

Officers would sign up the Town Council to the refill scheme and request the stickers. Cllr Page offered to contact the Most Easterly Group. Food Banks were also suggested for promotion of the scheme.

- 72.4c. Receive an update on the provision of water bottle refill stations including the following:
- 72.4ci. Feedback from the site visit with MIW Water Cooler Experts – The Committee Clerk confirmed the site visits were successful with the toilet blocks in Fen Park and Normanston Park selected for the refill stations, the quote had been received and was within the delegated £7,500. Cllr Page proposed to progress with the quote; seconded by Cllr Brooks; all in favour.
- 72.4d. Receive an update on water storage in parks – The Committee Clerk would continue to chase the companies contacted as no response had been received to date.
- 72.5. To consider issues relating to waste and pollution and relevant actions:
- 72.5a. Receive an update from East Suffolk Council on Lowestoft's Blue Flag status – East Suffolk Council had confirmed the criteria for Blue Flag status and suggested Lowestoft Town Council re-apply next year. Re-application could be undertaken but the Committee noted the high cost and factors besides water quality that affected achieving the Blue Flag. Officers were asked to query with East Suffolk Council who applied for blue flags in the cases of Southwold and Felixstowe to ascertain if the Town or District Council was responsible for the application.
- 72.6. To consider public transport and alternative methods of travel and relevant actions:
- 72.6a. The provision of buses, with consideration of the state of bus stops and shelters – Mr Sillett was due to speak with the East Suffolk Travel Association and requested this item be deferred to the next meeting. The Committee noted the need of accessible public transport to support its residents and achieve economic growth. It was suggested for the Town Council to work with East Coast College to push for public transport.

*The Clerk temporarily left the chamber at 16:36*

Cllr Brooks proposed this Committee create a Public Transport Working Group to consider how the issue of accessible public transport can be resolved; seconded by Cllr Page; all in favour. A date needed to be scheduled for the first meeting which would be held via zoom. The Working Group could collaborate with external bodies such as East Coast College and the East Suffolk Travel Association.

*The Clerk returned to the chamber at 16:38*

*At 16:40 Cllr Craig left the chamber and the meeting was no longer quorate*

- 72.7. To consider avenues of community engagement and relevant actions:
- 72.7a. Receive an update on the formation of a Lowestoft Pupils Climate Committee
- 72.7b. Plans for the 'Big Green Weekend' for 2024
- 72.7c. Receive feedback on the Terms of Reference of this Committee regarding a minimum age requirement

**73. To review the decisions on this agenda from the perspective of nature**

**Lowestoft Town Council**  
**Meeting of the Climate and Ecological Emergency Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**15:30 on 18 September 2023**

**74. Date of the next meeting**

Monday 16 October - 15:30

**75. Items for the next agenda and close**

**76. 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**

*The Chair closed the meeting at 16:45 due to inquorate numbers*

Signed: .....

16 October 2023