

Lowestoft Town Council
Meeting of the Allotments Sub Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
10:00 on Friday 3 May 2024

MINUTES

Present: Cllrs Sonia Barker (ex officio) and Keith Patience (Deputy Chair).
Non-Councillor member Betty Jarrod (Chair of Lowestoft and District Allotments Ltd – LDAL)

In Attendance: Taylor Williams (Committee Clerk)

The meeting began at 10:08 due to inquorate numbers.

107. Welcome

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

108. To receive and consider acceptance of apologies for absence

Apologies were received from Cllrs Brooks, Coleby, Pitts and Youngman with reasons provided. Cllr Barker proposed approval; seconded by Cllr Patience; all in favour.

Cllr Pearce was absent with no apologies received.

109. Declarations of Interests and dispensations

82.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from councillors on items on the Agenda – There were no declarations.

82.2 To consider written requests for dispensations for interests and note dispensations granted – No written requests for dispensations had been received.

110. To consider the draft minutes and confidential note of the meeting on 1 March 2024

It was agreed to defer approval of the minutes to the next meeting.

111. 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 – No advanced comments had been received and no members of the public were in attendance.

112. To consider the Lowestoft and District Allotments Ltd priorities and aspirations, and any support that may be required from Lowestoft Town Council including the following:

112.1. Support required for the Rotterdam site – There was currently no site representative for the Rotterdam site. The Chair of LDAL confirmed Lowestoft Town Council (LTC) officers had visited the site and scheduled works to remove a burned structure on a plot.

112.2. To receive confirmation on their management of legionella compliance in relation to the use of the use of water butts and hose pipes – The Chair of LDAL confirmed all tenants had information on how to manage legionella.

113. To consider a maximum budget of £530 plus VAT to replace a fence post at the Wilmington Allotments site

Cllr Barker proposed approval; seconded by Cllr Patience; all in favour.

114. To consider an approach to Lowestoft in Bloom on sponsorship and collaboration opportunities

It was agreed to defer this item to the next meeting and a representative from Lowestoft in Bloom would be invited to speak on the item and how LTC could assist the organisation.

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115. To receive an update on the renewal of the lease/management services agreement with Lowestoft and District Allotments Ltd (some aspects may be confidential)

It was agreed to defer this item to the next meeting.

The Chair of LDAL requested an update, not tabled on the agenda, be discussed in confidential session.

116. Date of the next meeting

To be confirmed at the Annual General Meeting.

117. Items for the next Agenda and Close

118. 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

Cllr Barker proposed the meeting be moved into confidential session; seconded by Cllr Patience; all in favour.

The Chair closed the meeting to the public and moved into confidential session at 10:23

The Chair of LDAL gave a confidential update to the Sub-Committee.

The Chair closed the meeting at 10:34

Signed:

5 July 2024