

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 1 July 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 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/82549459472>. The meeting can also be observed via YouTube on the following link: <https://youtu.be/JLP-R8tksKA>.

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 Foote

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Sarah Foote, Acting Town Clerk
25 June 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 1 July 2024

AGENDA

20. Welcome

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

21. To receive and consider approval of apologies for absence

22. Declarations of Interests and dispensations

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

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

23. To consider the draft minutes of the meeting on 3 June 2024

24. 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.

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

26. Parks and Open Spaces:

26.1. To receive the following recommendations from the Parks and Open Spaces Sub-Committee:

26.1a. To review and consider the recommended changes to the Terms of Reference

26.1b. To review and consider the recommended meeting schedule

26.2. To receive and consider a request to join the Parks and Open Spaces Sub-Committee from Cllr Breakspear

26.3. To receive and note the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 18 June 2024

27. Community Safety

27.1. To receive the following recommendations from the Community Safety Sub-Committee:

27.1a. To review and consider any recommended changes to the Terms of Reference

27.1b. To agree the meeting schedule

27.2. To receive and note the draft minutes of the Community Safety Sub-Committee meeting on 26 June 2024

28. Office:

28.1. To consider upgrading the office printer

28.2. To consider acceptance of a donated calculator

29. To receive an update on lighting for the Normanston Park skate park

30. To consider proposals for the area adjacent to the Triangle Market

31. To consider matters relating to the Gunton Community Hall and lease (some aspects may be confidential)

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

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 1 July 2024

33. Date of the next meeting

Monday 5 August 2024 – 19:00

34. Items for the next agenda and close

35. 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:

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