

# 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 December 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/82695102635>. The meeting can also be observed via YouTube on the following link: <https://youtu.be/OK7rqQxNWcc>.

*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.

*S Foote*

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Sarah Foote, Acting Town Clerk  
29 November 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 2 December 2024**

**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 November 2024**

**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 November 2024

**110. Events and Communications:**

110.1.To receive and note the draft minutes of the Events and Communications Sub-Committee meeting on 27 November 2024

110.2.To consider a request from Cllr Coleby to join the Events and Communications Sub-Committee

110.3.To consider the following recommendations from the Events and Communications Sub-Committee:

110.3a. To hold a 10K Race event in 2025 as a major event

110.3b. To make Suffolk Day 2025 a major event and allow Lowestoft Town Council to host and consider major budget and allocation

**111. Allotments**

111.1.To receive and note the draft minutes of the Allotments Sub-Committee meeting on 20 November 2024

**112. Community Safety**

112.1.To receive and note the draft minutes of the Community Safety Sub-Committee meeting on 20 November 2024

112.2.To consider the impact of the Terrorism (Protection of Premises) Bill (Martyr's Law)

112.3.To consider a requested from Cllr Coleby to join the Community Safety Sub-Committee

**113. To discuss the Assets, Inclusion and Development Committee's relationship to its Sub-Committees**

**114. To consider budget requirements for the 2025-2026 financial year and make a recommendation to Budget and Loan Working Group for consideration**

# 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 December 2024

- 114.1. To receive feedback from the Sports Development Survey stand-alone meeting and consider relevant actions and budget requirements
- 114.2. To consider priorities of the Ness Park projects and scheduling into the Five-Year Plans
- 114.3. To consider plans and costs for the site adjacent to the Triangle Market and scheduling into the Five-Year Plans
- 114.4. To consider the timetable for procurement of a pump track
- 115. To receive details of the condition of the play surface of the multi-use games areas and any recommendations for improvements**
- 116. To consider the installation of fencing around the proposed community garden in Gunton Community Park**
- 117. To consider the purchase of replacement communications equipment for the Marina Theatre**
- 118. To note the requirement for a replacement ride-on mower and make a recommendation to Full Council on the purchase of a different model at a cost of £14,480 + VAT**
- 119. To consider improving the accessible entrance at Links Road Car Park**
- 120. To consider a quote for fencing around the Sparrows Nest bowls greens (some aspects may be confidential)**
- 121. To consider a recommendation to Full Council for the repair of the Euroscope (some aspects may be confidential)**
- 122. Date of the next meeting**  
Monday 6 January 2025 – 19:00
- 123. Items for the next agenda and close**
- 124. 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:**
  - 124.1. To consider any legal issues, including those above as required