

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 3 February 2025.

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/89165995959>. The meeting can also be observed via YouTube on the following link: <https://youtu.be/pWP0hDuCknE>.

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
27 January 2025

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 3 February 2025

AGENDA

141. Welcome

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

142. To receive and consider approval of apologies for absence

143. Declarations of Interests and dispensations

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

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

144. To consider the draft minutes and confidential note of the meeting on 6 January 2025

145. 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.

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

147. Parks and Open Spaces:

147.1. To receive and note the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 21 January 2025

147.2. To receive an update on plans for approved wildflower areas

147.3. To consider a request for a replacement memorial tree and plaque in Sparrows Nest

147.4. To consider cost and specification for fencing at the Britten Road play area

147.5. To consider plans and costs for the Gunton Community Park Community Garden

147.6. To receive a report on Fen Park from Suffolk Wildlife Trust and note required tree works

148. Events and Communications:

148.1. To receive and note the draft minutes of the Events and Communications Sub-Committee meeting on 22 January 2025

149. Allotments:

149.1. To receive and note the draft minutes of the Allotments Sub-Committee meeting on 15 January 2025

150. To consider the purchase of a Town Council drone within a maximum budget of £350

151. To receive an update on proposed sculptures:

151.1. Seafarers Memorial

151.2. Ness Park

151.3. Kindertransport

152. Date of the next meeting

Monday 3 March 2025 – 19:00

153. Items for the next agenda and close

154. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be

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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:

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