

# 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 5 August 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 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/82449287675>. The meeting can also be observed via YouTube on the following link: <https://youtu.be/Y0kuVDDHX4c>.

*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 July 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 5 August 2024**

**AGENDA**

**36. Welcome**

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

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

**38. Declarations of Interests and dispensations**

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

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

**39. To consider the draft minutes of the meeting on 1 July 2024**

**40. 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.

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

**42. Parks and Open Spaces:**

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

42.2. To receive and note the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 16 July 2024

**43. Events and Communications:**

43.1. To receive and note the draft minutes of the Events and Communications Sub-Committee meeting on 24 July 2024

43.2. To receive the following recommendations from the Events and Communications Sub-Committee:

43.2a. To adopt Terms of References

43.2b. Consider adopting the Decisions App and make a recommendation to Full Council

**44. Allotments:**

44.1. To receive and note the draft minutes of the Allotments Sub-Committee meeting on 31 July 2024

44.2. To receive any recommendations from the Allotments Sub-Committee regarding:

44.2a. Terms of Reference

44.2b. The meeting schedule

44.2c. The delegations

**45. Community Safety:**

45.1. To receive and note the draft minutes of the Community Safety Sub-Committee meeting on 1 August 2024

45.2. To receive any recommendations from the Community Safety Sub-Committee regarding:

45.2a. Terms of Reference

45.2b. The meeting schedule

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45.2c. The delegations

- 46. To receive the notes of the Ness Working Group meeting on the 10<sup>th</sup> July 2024 and consider the following actions:**
  - 46.1. To agree on the location and specification of the coastal garden
  - 46.2. To note issues of ownership regarding the sea wall and consider a recommendation to Full Council on a sea wall mural being progressed via a procured artist or a public competition
- 47. To review paragraph 15.4 of the Financial Regulations in the context of acquisition and disposal and consider a recommendation to Full Council**
- 48. To consider a proposal from the East Suffolk Building Preservation Trust regarding potential partnership (confidential)**
- 49. To receive and consider a report on a Lowestoft Town Council building asset (confidential)**
- 50. Date of the next meeting**

Monday 2 September 2024 – 19:00
- 51. Items for the next agenda and close**
- 52. 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:**
  - 52.1. To consider any legal issues, including those above as required