

**Lowestoft Town Council**  
**Extraordinary Full Council Meeting**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**18:15 on 4 November 2024**

**MINUTES**

**Present:** Cllrs Sonia Barker, Nasima Begum (Mayor), Robert Breakspear, Wendy Brooks, Neil Coleby, Janet Craig, Jen Jones, Christine Moore, John Murray, Andy Pearce, Bernadette Rappensberger and Nick Webb

**In attendance:** Lauren Elliott (Senior Committee and Project Clerk)

**Also in attendance:** Sheila Moss King (Town Hall Project Manager) (remotely)

**Public:** There were no members of the public in attendance

**151. Welcome**

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

**152. Apologies for absence**

Apologies were received from Cllrs Connor Blowers, Christian Newsome, Graham Parker and Deborah Ray, with reasons provided. Cllr Pearce proposed approval of the apologies received; seconded by Cllr Webb; all in favour.

**153. Declarations and dispensations**

153.1. Declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from councillors on items on the agenda – There were none.

153.2. Written requests for dispensations for interests and note dispensations granted – There were none.

**154. The draft minutes and confidential notes of the Extraordinary Full Council meeting on 8 October 2024 and the Full Council meeting on 22 October 2024**

The minutes and confidential notes were not available for this meeting and both would be deferred to the next meeting.

**155. Public forum**

No advance comments had been received and there were no members of the public in attendance.

**156. Town Hall Project**

156.1. Approving submission of an application to the Public Works Loan Board for an uplift, to £5million maximum, and extension on the already approved borrowing terms, noting the cost of servicing the loan should not trigger an increase in the precept – It was confirmed there was already a resolution from Full Council to apply, but the upper figure was not mentioned at the time that decision was made. It was confirmed this would be a maximum of £5million, but this decision would be to submit an application, with no obligation to draw down on this. This would also be subject to the previous decision that servicing the loan would not in and of itself trigger an increase in the precept. Cllr Pearce proposed to approve the submission to an application to the Public Works Loan Board for an uplift, to £5million maximum, and extension on the already approved borrowing terms, noting the cost of servicing the loan should not trigger an increase in the precept. Full Council would need to make a decision separately on whether or not to draw down the funding.

*Cllr Breakspear arrived 18:21*

Cllr Barker seconded the proposal. Eleven Councillors voted in favour; one Councillor abstained from the vote. Cllr Pearce advised he had an item to raise in confidential

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session relating to staff costs, though this would not make a material difference to the resolution which had just been made.

**157. Date of next meeting**

Extraordinary Full Council meeting 12 November 2024 at 18:30  
26 November 2024 at 18:30

**158. Items for the next agenda and close**

Councillors were advised to send any requests to the office.  
Cllr Jones proposed moving the meeting into confidential session; seconded by Cllr Pearce; all in favour.

**159. Resolution to close the meeting to the public:**

159.1. Any matters, including those above as required:

156.1. Approving submission of an application to the Public Works Loan Board for an uplift, to £5million maximum, and extension on the already approved borrowing terms, noting the cost of servicing the loan should not trigger an increase in the precept – Cllr Pearce made a confidential proposal relating to the project financials and the terms and conditions of a member of staff; seconded by Cllr Brooks; all in favour.

The meeting was closed at 18:32.

Signed: .....  
26 November 2024