

Lowestoft Town Council

For the attention of all Councillors

You are summoned to attend a Full Council meeting of Lowestoft Town Council, which will be held at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE** at 18:30 on 17 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 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/82841016478>. The

meeting can also be observed via YouTube on the following link:

<https://youtu.be/J5yXO1mp5-0>.

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. L. Foote

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Sarah Foote, Acting Town Clerk and Responsible Financial Officer
10 December 2024

Lowestoft Town Council

Full Council Meeting

First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE

18:30 on 17 December 2024

AGENDA

188. Welcome

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

189. To receive and consider approval of apologies for absence from any Councillors not in attendance

190. Declarations and dispensations

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

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

191. To consider the draft minutes and confidential note of the Extraordinary Full Council meeting on 12 November 2024, and the Full Council meeting on 26 November 2024

192. 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.

193. Finance and Governance

193.1. To receive and consider the following:

193.1a. 2024 – 2025 budget and reserves

193.1b. Any bank reconciliations

193.1c. Payments and income for the month ending 30 November 2024 and December 2024 to date (see schedules)

193.1d. Payments for approval

193.2. To note progress with preparation of the 2025 – 2026 budget and consider associated timescales and communications (some aspects may be confidential)

193.3. To receive and note the draft minutes of the Finance and Governance Committee meeting on 9 December 2024

193.4. To consider the following recommendations from the Finance and Governance Committee:

193.4a. A response to the Government consultation on enabling remote attendance and proxy voting at Local Authority meetings, including comments from the Finance and Governance Committee

193.4b. A recommendation on the payment of an outstanding legal fee (some aspects may be confidential)

193.4c. To lease a projector for the Marina Theatre for two years, with the option to purchase at the end of year two

194. Town Hall Project

194.1. To receive and note the draft minutes of the Town Hall Project Committee meeting on 12 December 2024

194.2. To consider the following regarding the delivery stage of the redevelopment of the Town Hall:

194.2a. To note funding awards received

194.2b. To receive and note a progress report from the Project Manager (some aspects may be confidential)

194.2c. To consider any matters relating to the award of the main build contract and associated professional services (some aspects may be confidential)

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195. Marina Theatre

- 195.1. To receive and note the draft minutes of the Marina Theatre Project Committee meeting on 12 December 2024
- 195.2. To consider the following in relation to the Marina Theatre Redevelopment Project:
 - 195.2a. To receive and note a progress report from the Project Manager
- 195.3. To consider a compensatory offer relating to nesting deterrent measures (some aspects may be confidential)

196. Assets, Inclusion and Development

- 196.1. To receive and note the draft minutes of the Assets, Inclusion and Development Committee meeting on 2 December 2024
- 196.2. To consider the following recommendations from the Assets, Inclusion and Development Committee:
 - 196.2a. Approval of recommendations regarding the impact of the Terrorism (Protection of Premises) Bill (Martyn's Law)
 - 196.2b. To progress a pump track for Normanston Park in principle, asking officers to seek further advice regarding the process and funding options, to inform the project timetable
- 196.3. To note the purchase of a £700 trailer (replacement item)
- 196.4. To approve the purchase of a replacement ride-on lawnmower at £15,000 plus VAT
- 196.5. To consider matters relating to the Euroscope at Ness Point (some aspects may be confidential)

197. Planning

- 197.1. To receive and note the draft minutes of the Planning Committee meeting on 28 November 2024

198. Personnel

- 198.1. To receive and note the draft minutes of the Personnel Committee meeting on 5 December 2024
- 198.2. To consider the following from the Personnel Committee:
 - 198.2a. A recommendation regarding the grounds maintenance staffing structure (confidential)
 - 198.2b. A recommendation regarding staff terms and conditions (confidential)

199. Climate and Ecological Emergency

- 199.1. To receive and note the draft minutes of the Climate and Ecological Emergency Committee meeting on 16 December 2024

200. Outside bodies

- 200.1. To receive and note Cllr Pearce's report of the Lowestoft Kittiwake Partnership meeting on 16 October 2024 (confidential)
- 200.2. To receive and note Cllr Barker's report of the First Light Festival Steering Group meeting on 21 November 2024

201. To consider the following legal matters (confidential):

- 201.1. To consider matters relating land ownership and coastal defence (confidential)
- 201.2. To consider any land transfers or lease arrangements

202. Date of next meeting

28 January 2025 at 18:30

203. Items for the next agenda and close

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- 204. 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 and employment issues relating to the matters on this agenda, including the following:**
- 204.1. Any matters, including those above as required**