

Arnold's Bequest Charity Board Extraordinary Meeting

All Lowestoft Town Council Councillors, as members of the corporate body of Trustees, are requested to participate in an Extraordinary Meeting of the Arnold's Bequest Charity Board, to be held at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE at 16:00 on Tuesday 17 December 2024**. Members of the public can join the meeting remotely via the following link:

<https://us02web.zoom.us/j/82496324825>. The meeting can also be observed via the following link:
<https://youtu.be/ucNfBvrVI0M>.

Minutes

Present: Cllrs Nasima Begum (Mayor), Wendy Brooks, Neil Coleby, Andy Pearce, Bernadette Rappensberger and Deborah Ray

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

Public: There were no members of the public in attendance

37. Welcome

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

38. Approval of apologies for absence

Apologies were received from Cllrs Sonia Barker, Connor Blowers, Robert Breakspear, Jen Jones, Christine Moore, Christian Newsome, Paul Page, Graham Parker, Keith Patience, John Pitts, Nick Webb and Elise Youngman, with reasons provided. Cllr Rappensberger proposed approval of the apologies received; seconded by Cllr Ray; five Councillors voted in favour; one Councillor abstained from the vote.

39. Declarations of interests and consider any dispensations

There were none.

40. The draft minutes and confidential note of the Annual General Meeting on 22 October 2024

It was agreed to defer the confidential note to the next meeting, as some Councillors had not been able to open it. Cllr Pearce proposed approval of the minutes; seconded by Cllr Coleby; all in favour.

41. Next steps for progressing lease arrangements for car parking areas (confidential)

To be considered during the confidential session.

42. Date of the next meeting

Tuesday 28 January 2025 18:00

43. Items for the next agenda and close

Councillors were advised to send any requests to the office.

Cllr Rappensberger proposed to move the meeting into confidential session; seconded by Cllr Pearce; all in favour.

44. Resolution to close the meeting to the public

41. Next steps for progressing lease arrangements for car parking areas (confidential) -

The Senior Committee and Project Clerk had provided notes ahead of the meeting and explained the purpose of the meeting was with regard to the proposed leases with two separate parties. Section 119 of the Charities Act required a Chartered Surveyor to ascertain the market rental value of the areas of land in question. The Chartered Surveyor would also

draw up the plans for the leases and provide a full Charities Act Report. It was understood the cost for the valuation and the plans should not exceed £1,500 per lease.

Cllr Pearce proposed to proceed with engaging with the respective parties to draw up the draft leases, to be brought back to the Charity Board to consider, to include the responsibilities of the respective parties regarding parking enforcement and reasonable access for the landowner. Cllr Pearce further proposed a delegation to staff to appoint a Chartered Surveyor. Cllr Pearce proposed to approve a maximum budget of £3,000 to progress the valuing of the land and plans for the lease, with funds to be taken from the Arnold's Bequest account.

It had been clarified that Lowestoft Town Council would be permitted to give a donation to Arnold's Bequest, however the wider governance and long term funding of the charity needed to be considered.

Cllr Rappensberger seconded Cllr Pearce's proposal and all Councillors voted in favour.

The meeting was closed 16:18.

Signed: 28 January 2025