

Lowestoft Town Council
Extraordinary Meeting of the Budget and Loan Sub-Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
13:30pm on Friday 18 November 2022

MINUTES

Present: Cllrs Wendy Brooks (Deputy Chair), Alan Green (Chair), Graham Parker, Andy Pearce and Sonia Barker

In Attendance: James Cox (Finance and Information Officer) and Taylor Williams (Committee Clerk)

112. Welcome.

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

113. Approval of apologies for absence.

Cllr Youngman was absent with no apologies received.

114. Declarations of Interests and dispensations

114.1. Declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda

None were declared

114.2. Written requests for dispensations for Disclosable Pecuniary Interests and note dispensations granted

None were received

115. To consider the draft minutes of the meeting on 24 October 2022, 1 November 2022, 8 November and 15 November.

24 October and 1 November minutes were circulated, approval was deferred to next meeting.

116. 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.

No members of the public were present.

117. To review the 2022 – 2023 Lowestoft Town Council Budget and reserves (some aspects may be confidential).

No concerns were raised and the Finance and Information Officer (FIO) would continue monitoring.

118. To review the 2023 – 2024 Lowestoft Town Council Budget and reserves including the following (some aspects may be confidential).

To be discussed in confidential session.

119. Date of the next meeting

Tuesday 22 November 12:30

120. Items for the next Agenda and Close.

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121. **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.**

Cllr Pearce proposed the meeting be moved into confidential session; seconded by Cllr Parker; all in favour.

The Chair closed the meeting to the public and moved to confidential session at 13:37

Consultancy and Health & Safety (H&S): Cllr Pearce proposed, as and when needed, the Neighbourhood Plan budget is funded from the Consultancy and H&S Earmarked Reserves (EMR); seconded by Cllr Brooks; all in favour.

Play Areas: It was suggested a provisional Play Areas budget be comprised of the 2022-23 year-end Play Areas EMR, Whitton Green EMR, Outdoor Fitness Equipment and Refurbishment EMR plus the CIL forecast and have it fully funded from the reserve of Play Areas and CIL.

Ground Maintenance: It was suggested a combined meeting of Budget and Loan, the Norse Working Group, the Facilities Maintenance Officer (FMO) and the Parks and Community Officer (PCO) be held in December. It was noted that if the majority of jobs are brought in-house after the end of the Norse contract, then there would only be contracts for specialist jobs such as sports facilities and dredging. It was confirmed the Norse figures were left in as a placeholder for Ground Maintenance which will be re-allocated once the figures are received. It was suggested at December's Full Council meeting to seek a delegation to Assets, Inclusion and Development (AID) in conjunction with the Budget and Loan Sub-Committee to finalise the relative budget allocation between 2022-23 and 2023-24 (which will be informed by health and safety issues as well as cost issues).

Cllr Brooks temporarily left the chamber at 14:29

Cllr Brooks returned to the chamber at 14:31

Allotments: It was confirmed the target of £75,000 was subject to review this year. Cllr Pearce suggested to not precept anything for capital works. It was confirmed the Capital investment is the £10,000 plus the £583 income for the year, with £10,300 for maintenance which was coming from EMR.

It was confirmed £10,000 was factored in as Capital Investment allowance for 2023-2024.

Cllr Pearce suggested for 2023-24, any capital expenditure is funded from the projected EMR (£10,000 plus RPI).

GELP: Cllr Pearce suggested to not precept the dedicated £10,000 for GELP, remove it and cover any GELP needs under the main Parks and Open Spaces capital development.

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Links Road: It was noted there was a projected year-end reserve of £16,004. It was confirmed the business rates were staying in. It was remarked there was an agreement for any additional rental to go into the same reserve. It was confirmed the projected costs for next year was £4,346. It was suggested to not precept anything and fund the entirety out of the £16,004 reserve.

Denes Oval: It was noted the £69,000 Grounds Maintenance is the Norse cost that includes the toilets. £10,187 will be for toilet. Cllr Pearce suggested, as the £69,000 is expected to decrease, provisionally the year-end reserve be allocated against the Denes Oval budget for 2023-2024 and have £58,858.96 against next year's budget for Denes Oval.

The Chair closed the meeting at 15:04

Signed:

9 January 2023