

**Lowestoft Town Council**  
**Meeting of the Community Safety Committee**  
**Whitton Residents' Hall, Hawthorn Avenue, Lowestoft, Suffolk, NR33 9BB**  
**15:30 on 8 June 2021**

**MINUTES**

**Present:** Cllrs Wendy Brooks, Peter Lang (Chair), Paul Page, Graham Parker and Andy Pearce

**In attendance:** Shona Bendix (Clerk) and Lauren Elliott (Committee Clerk)

**Public:** There were no members of the public in attendance (either in person or via Zoom webinar)

**1. Welcome**

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

**2. Apologies for absence**

There were none, and all Committee members were in attendance. Cllr Parker advised he would need to leave the meeting at 16:45.

**3. Declarations of Interests and dispensations**

There were none.

**4. The draft minutes of the meeting on 31 March 2021 and the signing of previous minutes subsequent to 17 March 2020**

Cllr Pearce proposed acceptance of the minutes of 31 March 2021, and the acceptance of the minutes of all meetings of this Committee subsequent to 17 March 2020; seconded by Cllr Page; all in favour.

**5. Public forum**

There were no advance comments, and no members of the public in attendance either in person or via Zoom webinar.

**6. Committee arrangements**

- 6.1. Membership of the Community Safety Committee – Membership of the Committee was noted as those Councillors in attendance at the meeting today.
- 6.2. Appointing the Deputy Chair of the Community Safety Committee – Cllr Pearce nominated Cllr Page for the position of Deputy Chair; seconded by Cllr Parker. There were no other nominations. The vote was taken and all Councillors voted in favour.

**7. Covid-19 recovery and safety measures the Town Council could take to support the community**

It was agreed to combine this item with item 8. It is understood that the relevant authorities still receive lots of requests for assistance from vulnerable residents in Lowestoft. The two largest voluntary groups who were supporting the town during the pandemic are no longer in operation. At the last Liaison Meeting with East Suffolk Council it was queried whether East Suffolk Council's Communities Team is still supporting vulnerable people as lockdown measures begin to be lifted. Cllr Pearce proposed that officers liaise with Cllr Letitia Smith and the Communities Team to see whether a representative would be available to speak with this Committee about the support still required by local residents, and how the Town Council may lend its support. This could include tenants now facing eviction and other relevant community support. The proposal was seconded by Cllr Brooks and all Councillors voted in favour.

**8. Progressing a meeting with East Suffolk Council's Cabinet member for Communities regarding the town's emergence from lockdown**

This item was covered with the consideration of item 7.

**9. Possible locations on Town Council land for a Suffolk County Council Covid-19 testing bus**

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Suffolk County Council has been seeking locations for its bus, from which it can carry out testing, distribute home testing kits and give advice and support. The Triangle Market has been suggested as a potential location and Suffolk County Council is in the process of seeking necessary permissions. This Committee could not see any issues with the proposed location, so long as the County Council has taken account of the parking and other access restrictions. There is appropriate public parking nearby, which the Town Council will include on its website and Facebook page when it advertises when the bus will be at the Triangle Market. The Town Council has been looking at dealing with the short term issues at the Triangle Market so that a market can safely be held there, and is working with other stakeholders regarding more long term solutions. Static stalls are permitted there currently so the bus should be no different. It is understood that the bus will also be in other locations, which will also be advertised on the website and Facebook. Cllr Brooks proposed supporting the request from Suffolk County Council to use the Triangle Market as a location for its Covid-19 testing bus, subject to Suffolk County Council ensuring that parking is controlled through the appropriate enforcement of parking laws applicable to that site; seconded by Cllr Pearce; all in favour.

**10. Any actions in relation to the health emergency declaration and how it can be applied to wider issues**

The health emergency declaration is wide ranging and covers a number of issues. Several Committees and Sub-Committees may be involved with implementing it. It was agreed that the declaration would be circulated to new Councillors to feed in any ideas. The declaration includes the Council's aim to plant more orchard trees and enhance and expand its provision of allotments. At its meeting yesterday, the Climate Emergency and Ecological Committee discussed developing a community garden. The Council also aims to encourage outdoor sport and recreation. The Events and Communications Sub-Committee is looking at actively sponsoring an outdoor sports event, such as the Scores Race. It was commented that Lowestoft does not have a good selection of shops to promote healthy eating. This is not within the Town Council's jurisdiction, but it has appointed representatives to various outside bodies, including those which are looking at regeneration of the town. Plans are being considered for the return of the Triangle Market, and the Council can seek more fresh food stalls to trade there. The Council may wish to consider fresh food markets at other locations, such as The Ness, though this may be difficult to progress under the current restrictions associated with the pandemic. It was suggested that the Allotments Sub-Committee could liaise with the Allotments Association to see if they would consider growing a surplus of food and selling it at the market. It was agreed to carry this item forward to the next agenda and circulate the health emergency document again in the meantime. Cllr Pearce is the Town Council's appointed representative to Shaping Places for Healthier Lives, with Cllr Lang as the substitute representative. The initiative has submitted an application for funding, with representatives to the group being asked to identify what health based initiatives would help communities, working particularly with the Kirkley and Harbour and Normanston wards. Cllr Pearce proposed making initial contact with the Allotments Association to see if the idea of growing and selling surplus produce would be feasible; seconded by Cllr Brooks; all in favour.

**11. The latest update from Suffolk Police's East Neighbourhood and Partnership Team, and to consider any actions required by the Town Council**

The latest update had been circulated, and it was requested that it also be sent to the Most Easterly Community Group and the Gunton Residents' Association, particularly the latest guidance regarding speeding, and the action community groups can take. Digital signage can be purchased for key places where there are known issues. It was suggested that a representative from Suffolk Police, or the Police and Crime Commissioner's office could speak to this Committee about the issues which are of particular concern. A successful outcome would likely require a multi-jurisdictional approach. The Council has a dedicated community safety budget, and could enquire as to the cost of signage and the most appropriate locations. The Town Council has a representative on the Lowestoft Rising Sponsor Board and could also

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raise issues via this forum. There are concerns regarding traffic management in the Triangle Market area, which could be raised via the Town Council's representative on the Scores and Triangle Market Working Group.

**12. Measures to improve the security of the Town Council's assets, including which sites the Council may wish to prioritise**

The Clerk has been liaising with a provider of solar CCTV services. The Town Council is still awaiting to hear what other authorities will be doing regarding their own provision of CCTV. Some of the Town Council's sites do not have electricity and the Council would want its provision to be as environmentally friendly as possible anyway. Most importantly, the cameras would need to provide clear images, which could be monitored from Hamilton House. Options are still being explored and meetings could be arranged with providers if needed. The Committee would like a follow-up meeting regarding the Smart Towns project, to understand more about what the Town Council's responsibilities and liabilities would be. The Committee Clerk will make arrangements for this. The Town Council would not wish to just protect its buildings. Cllr Lang proposed emailing all Councillors to remind them of the extent of the Council's portfolio and requesting that they feed any ideas regarding CCTV coverage back to this Committee; seconded by Cllr Pearce; all in favour. As a start, it was suggested that consideration is given to the Council's living assets, the wooden play equipment at The Ness and the Council's public conveniences.

**13. Whether to make a recommendation to Full Council to incorporate the management of defibrillators in this Committee's Terms of Reference**

The responsibility is currently with the Assets, Inclusion and Development (AID) Committee, an arrangement which predates the existence of this Committee. It was felt that the administering and implementing of the Defibrillator Budget, including management of the associated budget, would more appropriately sit with this Committee, particularly given the number of other responsibilities the AID Committee already has. Cllr Pearce proposed a recommendation to Full Council to transfer the management of defibrillators, and the associated budget from the AID Committee to this Committee; seconded by Cllr Brooks; all in favour.

**14. Date of the next meeting**

28 July 2021 15:30

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

Some items are being carried forward. It was requested to add street lighting to the next agenda. It is understood that research has shown that keeping street lights on for longer does not necessarily keep streets safer, and can be detrimental to environment. There are concerns that the newer LED lights are too bright and can be harmful to wildlife. This can be considered by the Climate Emergency and Ecological Committee also. Under the heading of lighting, it was requested that consideration is given to lighting in the Town Council's parks as a safety measure, as some currently have no lighting at all.

The theme of this year's Heritage Open Days is Edible England. It was requested that consideration be given to a food themed market at the Triangle Market or The Ness.

There were no confidential matters for consideration and the Chair closed the meeting at 16:41.

**16. Resolution to close the meeting to the public**

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Signed:  P. LANG 28 July 2021