

**Lowestoft Town Council**  
**Meeting of the Parks and Open Spaces Sub-Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**19:00 on 14 May 2024**

**MINUTES**

**Present:** Cllrs Christine Moore, John Murray, Christian Newsome, Andy Pearce, John Pitts, Bernadette Rappensberger, Nick Webb and Elise Youngman

**In Attendance:** Lauren Elliott (Project and Committee Clerk) and Taylor Williams (Committee Clerk)

Cllr Youngman nominated Cllr Rappensberger to be the presiding Chair for this meeting; seconded by Cllr Webb; all in favour.

**204. Welcome**

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

**205. To receive and consider approval of apologies for absence**

Apologies were received from Cllrs Breakspear, Brooks and Coleby with reasons. Cllr Pearce proposed approval; seconded by Cllr Youngman; all in favour.

**206. Declarations of Interests and Dispensations**

206.1. To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda – There were no declarations.

206.2. To consider written requests for dispensations for Disclosable Pecuniary Interests and note dispensations granted – No written requests for dispensations had been received.

**207. To consider the draft minutes of the meeting on 16 April 2024**

Cllr Pearce proposed approval; seconded by Cllr Murray; all in favour.

**208. 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 in attendance and no advanced comments had been received.

**209. To monitor expenditure by this Sub-Committee from its delegated budget**

The expenditure agreed at the last meeting was reviewed and officers would confirm the total expenditure for planting at the Belle Vue porch entrance and planting for the planters at the Triangle Market.

**210. To consider potential additional usage of Normanston Park football pitches**

The Suffolk Football Association had made an approach for the possibility of more football pitches at Normanston Park due to a potential increase in teams. Cllr Pitts was due to meet with representatives from the Football Association, after which he would provide feedback and further details to the office.

Cllr Pitts declared an interest as he was a member and custodian of the Suffolk Football Association.

Cllr Pearce proposed a delegation to officers to liaise with Cllr Pitts and the Suffolk Football Association after the meeting, with £1,000 to be ring-fenced in the Parks Repair & Maintenance budget for potential expenditure should officers see fit to approve the pitch marking costs; seconded by Cllr Webb; all in favour.

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- 211. To note progress with the clearance of the stream at the Great Eastern Linear Park**  
Community Payback were continuing their work with a significant amount of debris removed from the stream.

Cllr Pearce proposed Community Payback be thanked for their work completed to date; seconded by Cllr Newsom; all in favour.

Officers were asked to discuss possible collaboration with Community Payback for Arnold's Bequest.

- 212. To receive an update on the creation of a wildlife habitat at Clarke's Lane**  
The Grounds Maintenance team had transformed a boggy area of Clarke's Lane into a wildlife habitat, which has already received positive feedback from the public, and were reviewing how the habitat could be further developed.

The Sub-Committee thanked the Grounds Maintenance team for their initiative and work and it was requested that the Parks and Grounds Maintenance Manager consider revisiting the development of a wildflower meadow at Clarke's Lane with a realistic timetable.

- 213. Date of the next meeting**

18 June 2024 19:00 (To be confirmed at the Annual General Meeting). It was noted that the schedule of this Sub-Committee would be determined by its parent committee.

- 214. Items for the next Agenda and Close**

An item was requested to consider any actions from the meeting of the Ness Working Group meeting.

- 215. 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**

*The Chair closed the meeting at 19:17*

Signed: .....

16 July 2024