

Lowestoft Town Council
Assets, Inclusion and Development Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Monday 1 December 2025 19:00

MINUTES

Present: Cllrs Wendy Brooks, John Murray, Andy Pearce, Deborah Ray and Nick Webb

In attendance: Taylor Williams (Committee Clerk and Planning Assistant)

Public: One member of the public was in attendance (via Teams)

As the Chair and Deputy Chair were not in attendance, the Committee would need to elect a member to preside as Chair for this meeting. Cllr Brooks nominated herself; seconded by Cllr Pearce; all in favour.

105 Welcome

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

106 To receive and consider approval of apologies for absence

Apologies were received from Cllrs Neil Coleby, Jen Jones, Christian Newsome, John Pitts, Bernie Rappensberger and Elise Youngman with reasons provided. Cllr Pearce proposed approval of the apologies received; seconded by Cllr Ray; all in favour.
Cllr Nick Webb was absent with no apologies received.

107 Declarations of interests and dispensations

107.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from Councillors – Cllr Pearce declared he was the Chair of Gunton Residents Association. Cllr Brooks declared she was the representative on the Lowestoft and Plaisir Twinning Association.

107.2 To consider written requests for dispensations for interests and note dispensations granted – No written requests for dispensations had been received.

108 To consider the draft minutes and confidential note of the extraordinary meeting on 10 November 2025

Cllr Pearce proposed approval of the draft minutes and confidential note; seconded by Cllr Murray; all in favour.

109 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 – A representative of the Lawn Tennis Association (LTA) was in attendance to speak on item 111 and introduce padel tennis to the Committee and discuss potential opportunities. The representative noted this was a popular sport and LTA were keen to work with partners in Lowestoft to add padel tennis to the sporting activities offered in the town, noting there were currently no padel tennis courts in East Suffolk. The representative asked if Lowestoft Town Council (LTC) would be interested in exploring provision of padel tennis in the town, noting this would meet the Town Council's ambitions to get residents more active.

The Committee asked the representative if there were any areas of land they thought could accommodate padel tennis. The representative had spoken with the Sports and Development Officer who had suggested Normanston Park and Denes Oval for consideration, but LTA would prefer to not repurpose the existing courts, LTA would instead want to look for additional land or identify other partners or venues within the town where there might be space to install the courts.

Lowestoft Town Council
Assets, Inclusion and Development Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Monday 1 December 2025 19:00

It was queried if the current courts could be repurposed. The representative confirmed there were examples of temporary courts, but long-term it would be preferable to develop an established site.

The Committee noted LTA had provided a variety of funding options for the courts and queried the option of private partnership models and how that would work with LTC's long-standing policy of free-to-access sports facilities. The representative explained the list of funding options was to provide an overview of possibilities, but LTA were aware of LTC's policy on free-to-access and the private partnership models would likely be removed.

The Committee asked if LTA would be open to having further discussions on this matter at a standalone meeting to explore available options. The representative agreed.

110 To monitor expenditure by this Committee and its Sub-Committees from their delegated budgets

There was no update on expenditure. All budgets were being actively monitored by the Budget and Loan Sub-Committee and the Committee had submitted its budget priorities and requirements for all its budgets to be index-linked to maintain their value in real terms.

111 To receive a presentation on padel tennis and potential future opportunities

Cllr Pearce proposed to agree in-principal to consider accommodating padel tennis courts in Lowestoft, with further exploratory discussions to be held with the LTA with the Sports Development Officer in attendance; seconded by Cllr Ray; all in favour.

112 Parks and Open Spaces:

112.1 To receive a memorial bench application for Kensington Gardens – The applicant requested a location near the Kensington Gardens bowls greens. Cllr Pearce proposed to in- principle approve the application and delegate to the Grounds Maintenance Team to liaise with the applicant to decide the location of the bench; seconded by Cllr Murray; all in favour.

112.2 To consider acceptance of a grant fund for a new four-locker Box-Up unit at Kensington Gardens and provide the required match-funding – The Committee noted the Sports Development Officer's success in securing grant funding. Cllr Brooks proposed to accept the grant fund and the required match-funding element; seconded by Cllr Pearce; all in favour. The Committee agreed to delegate the decision on budget allocation to the Finance Manager and Sports Development Officer.

112.3 To consider granting landowner permission to Lowestoft Town Tennis and Pickleball Club for signage at Denes Oval – Cllr Brooks proposed approval; seconded by Cllr Pearce who requested an amendment to ask the Club to ensure durable materials were used and, if possible, for a phone number to be added to the sign, the amendment was accepted and a vote was held with all in favour.

113 Events and Communications:

113.1 To receive and note the draft minutes of the Events and Communications Sub-Committee meeting on 22 October 2025 – The draft minutes were received and noted.

114 Allotments

114.1 To receive and note the draft minutes of the extraordinary Allotments Sub-Committee meeting on 25 November 2025 – The draft minutes were received and noted.

114.2 To receive a recommendation from the Allotments Sub-Committee regarding their Terms of Reference – Cllr Pearce proposed approval of the amendment to not have the Chair of Lowestoft and District Allotments Ltd specified as the non-Councillor member permitted on

Lowestoft Town Council
Assets, Inclusion and Development Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Monday 1 December 2025 19:00

the Sub-Committee and to instead allow any approved delegate from their Committee; seconded by Cllr Brooks; all in favour.

115 To receive an update on exploratory discussions for a possible twinning arrangement

The office had contacted the embassy to discuss a possible twinning arrangement and were awaiting a response.

It was understood that any new twinning arrangement would not be administered by the Lowestoft and Plaisir Twinning Association.

This item had been raised following the Mayor's visit to Geesthacht where a dignitary had queried the possibility of the two towns twinning. Queries were raised as to whether there was an appetite for a new twinning arrangement in the town and if the office had the resources to administer this. It was clarified that part of this process would include consideration of whether this arrangement was agreed by both parties, or even if there was a more appropriate town to consider twinning with.

The Committee agreed to await a response from the embassy before considering the matter further.

116 Date of next meeting

Monday 5 January 2026

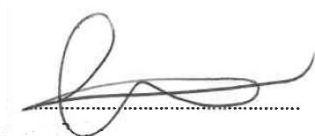
117 Items for the next agenda and close

It was queried if the land transfer resolved at the last meeting would be tabled for the next East Suffolk Council Quarterly Liaison meeting.

118 Admission to Meetings

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 employment matters and legal issues relating to the matters on this agenda – There were no resolutions.

The Chair closed the meeting at 19:46



Signed:
2 February 2025