

Lowestoft Town Council
Assets, Inclusion and Development Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Monday 11 May 2026 19:00

MINUTES

Present: Cllrs Wendy Brooks, Jen Jones, John Murray, Christian Newsome, Bernie Rappensberger (Chair), Deborah Ray, Dom Taylor and Nick Webb (Deputy Chair)

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

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

195 Welcome

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

196 To receive and consider approval of apologies for absence

Apologies were received from Cllrs Neil Coleby, Andy Pearce, John Pitts and Elise Youngman with reasons provided. Cllr Webb proposed approval; seconded by Cllr Jones; all in favour.

197 Declarations of interests and dispensations

197.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from Councillors on items on the agenda – Cllr Rappensberger declared she was the Deputy Lowestoft Town Council (LTC) representative to the Friends of Fen Park. Cllr Brooks declared she was a member Suffolk Wildlife Trust (SWT). Cllr Ray declared she had discussed item 204 with members of the Most Easterly Community Group, but was not a member of the group.

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

198 To consider the draft minutes of the meeting on 13 April 2026

Cllr Brooks proposed to approve the draft minutes; seconded by Cllr Jones; all in favour.

199 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 advance comments had been received. There were no comments made by the member of public in attendance.

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

There was no update to provide on expenditure.

201 Parks and Open Spaces:

201.1 To receive and approve the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 21 April 2026 – Cllr Brooks proposed approval of the draft minutes; seconded by Cllr Rappensberger; all in favour.

201.2 To consider a request for landowner permission to install a duck house in fen park pond – Concerns were raised on the possibility of the duck house causing an overpopulation of ducks in the pond and on how the duck house would be maintained and cleaned.

Cllr Jones proposed permission be granted and noted the Friends of Fen Park would be responsible for monitoring and maintaining the duck house; seconded by Cllr Taylor. Cllr Brooks requested the proposal be amended to request the Friends of Fen Park discuss the

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maintenance of the duck house with SWT. Cllr Jones amended the proposal accordingly and Cllr Taylor seconded the amended proposal. A vote was held with seven votes in favour and one abstention.

- 201.3 To consider whether a review should be undertaken of play areas owned by Lowestoft Town Council – Cllr Murray proposed a long-term plan be considered for the further development of the play areas, such as a survey of park users to inform the future aspirations of the play areas.

It was noted the second year of the Business Plan included a consultation on the services delivered by LTC, which could be achieved with a survey.

Cllr Taylor seconded the proposal and requested the possibility of developing a '1 o'clock Club' be included in the proposal to determine if there was a desire in the town to provide a free facility adjacent to a play area to assist families in the area. It was noted this may not be within the remit of LTC as Early Years provision was administered by Suffolk County Councils. Cllr Murray did not amend the proposal and it was agreed that the club was a separate issue. A vote was held on the proposal with all in favour.

202 Community Safety:

- 202.1 To receive and approve the draft minutes and confidential note of the Community Safety Sub-Committee meeting on 15 April 2026 – Cllr Jones proposed approval; seconded by Cllr Murray; all in favour. It was noted two members had attended a workshop on Community Emergency Planning and feedback would be received at a future meeting of this Committee.

203 Allotments:

- 203.1 To receive and approve the draft minutes of the Allotments Sub-Committee meeting on 25 November 2025 – Cllr Brooks proposed approval; seconded by Cllr Ray; all in favour.

204 To consider vertical planting on the walls behind the play panels at the Triangle Market

Cllr Ray proposed approval and to arrange a site visit with the Grounds Maintenance Team to understand the maintenance requirements, what plants would survive and thrive in the environment and how to mitigate risks of vandalism; seconded by Cllr Taylor. Cllr Ray suggested the local group she engaged with be included in the site visit. A vote was held with all in favour.

205 To consider a request to purchase a Mark Burrell painting for the Town Hall

Cllr Brooks had requested this item and declared Mark Burrell was her neighbour but did not have any interest to declare.

Cllr Brooks proposed LTC commit to purchase a painting from Mark Burrell in recognition of his work as a local artist.

It was suggested this item be considered once there was a clearer timeline of the organisation of the collection and the Town Hall project, with the Town Hall Manager involved in the discussion.

Cllr Brooks clarified there was no timeline in which the purchase must be made and the proposal was only seeking an in principal decision. Cllr Webb seconded the proposal.

Cllr Jones temporarily left the chamber at 19:48

Cllr Jones returned to the chamber at 19:50

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The Town Hall Team had informed the Committee there was no space allocated for this painting in the interpretation plan and suggested the artist be contacted to discuss the potential of occupying the gallery space in the Town Hall to exhibit his work there.

An alternative option was suggested to notify the Town Hall Manager that the Committee was minded to purchase a painting and, if there was an opportunity, to invite Mark Burrell to participate in an exhibition in the Town Hall, then a decision could be made on an appropriate painting to acquire.

A vote was held with four votes in favour, one vote against and three abstentions.

206 To consider the purchase of a gift for the Lowestoft Plaisir Twinning Association to bestow on the Mayor of Plaisir

Cllr Webb proposed a gift be procured; seconded by Cllr Jones. Officers requested the Committee submit suggestions for a gift. A suggestion was made to visit the Maritime Museum gift shop. Cllr Murray offered to donate a set of mugs he acquired which commemorated the previous coxswains of the lifeboat. The office would contact him to discuss this donation further. A vote was held with all in favour.

207 To receive an update on exploratory conversations for a possible twinning arrangement with Geesthacht

Officers had received a response from the German Embassy directing them to a guide on twinning but received no confirmation on whether Geesthacht wished to twin with Lowestoft. Officers would continue to communicate with Geesthacht where possible, but the Committee noted there was not the same level of public interest on this twinning arrangement compared to Kremenchuk, Ukraine proposal. Furthermore, with no official Association to handle the logistics and communications for the twinning arrangement, the work would fall to officers who may not have the resources to accommodate the work. The Committee agreed to defer this item and consider it at a future meeting.

208 Date of next meeting

To be confirmed at the Annual General Meeting

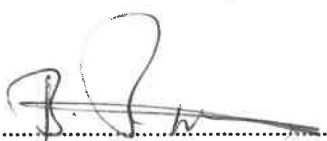
209 Items for the next agenda and close

No items were requested for the next agenda.

210 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 20:20



Signed:

8 June 2026