

Lowestoft Town Council
Assets, Inclusion and Development Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Monday 13 July 2026 19:00

MINUTES

Present: Cllrs Sonia Barker, Wendy Brooks, Jen Jones, Christian Newsome, Andy Pearce, Bernie Rappensberger, Deborah Ray and Dom Taylor

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

15 Welcome

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

16 To receive and consider approval of apologies for absence

Apologies were received from Cllrs Neil Coleby, Kinsey Foster, Joe Hynes, John Murray and Elise Youngman with reasons provided. Cllr Jones proposed approval of all apologies received; seconded by Cllr Pearce; all in favour.

17 Declarations of interests and dispensations

17.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from Councillors on items on the agenda – Cllr Pearce declared he recently stood down as Chair of the Gunton Residents Association (GRA), but as items 23.2 and 26 had been discussed whilst he was Chair he would leave the chamber for consideration of the items.

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

18 To consider the draft minutes of the meeting on 8 June 2026

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

19 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 and no members of the public were in attendance.

20 To appoint the Deputy Chair of the Assets, Inclusion and Development Committee

Cllr Jones proposed Cllr Newsome, who accepted the nomination; seconded by Cllr Taylor; all in favour.

21 To monitor expenditure by this Committee from its delegated budgets

No queries were raised.

22 Parks and Open Spaces:

22.1 To receive notes from the standalone meeting on external funding for a sculpture on Ness Park and consider next actions – The Committee needed to consider whether to recommend approval of the project to Full Council and what funding options to pursue.

The project would be conditional on grant funding being obtained and any potential match funding element.

A tender would need to be formed that provides a brief for a design that is focussed on women in the fishing industry of Lowestoft.

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The location needed to be considered further due to contamination issues at The Ness.

It was suggested if external funding is sought then there also be consideration of the sculpture including depiction of the local fishing women who mended the nets.

Cllr Brooks proposed a recommendation be made to Full Council to support a sculpture of significance being created and installed on the Ness to celebrate women connected to the fishing industry, and for external funding to be sought; seconded by Cllr Pearce who requested the Facilities and Contracts Manager consider feasible areas in Ness Park for the sculpture to be installed. Cllr Taylor requested an amendment be made to also recommend a working group be formed to draft the tender and work to progress the project. Cllr Brooks agreed to amend the proposal and Cllr Pearce seconded the amended proposal. A vote was held with all in favour.

23 Community Safety:

- 23.1 To consider revisions to the Defibrillator Policy – Cllr Jones proposed approval of the revision; seconded by Cllr Pearce; all in favour.

Cllr Pearce temporarily left the chamber at 19:27 due to his declared interests

- 23.2 To consider a request from the Gunton Residents Association for a defibrillator on Clover Way – It was noted the land of the requested location was not owned by Lowestoft Town Council. Cllr Brooks proposed to not approve the request as the land was not owned by Lowestoft Town Council and that the GRA be redirected to East Suffolk Council or their District Councillors to progress the request; seconded by Cllr Taylor; six votes in favour and one abstention.

Cllr Pearce returned to the chamber at 19:29

24 To consider the purchase of a leaf and litter vacuum

Cllr Brooks proposed approval of the purchase. It was requested the purchase be allocated from the Repair and Maintenance budget. It was requested the proposal be amended to receive clarification on whether the leaves would be composted. Cllr Brooks amended the proposal to be subject to the specified budget allocation and with clarification to be received that the leaves would be disposed of in a sustainable manner. Cllr Pearce seconded the amended proposal and a vote was held with all in favour.

25 To consider costs for new flooring for the Denes Oval Pavilion (some aspects may be confidential)

Cllr Brooks declared she had been involved in the discussions regarding this item and would not participate in the meeting.

Cllr Brooks temporarily left the chamber at 19:35

It was suggested consideration be given to undertaking these works for the entire footprint of the building rather than only one area.

Cllr Pearce proposed to accept the recommendation from officers for the new flooring to be purchased at the quoted price and requested the Facilities and Contracts Manager provide an opinion on when the vinyl flooring in the showering area would need to be replaced and if a separate quote for repairs was required; seconded by Cllr Newsome; all in favour.

Cllr Brooks returned to the chamber at 19:50

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Cllr Pearce temporarily left the chamber at 19:50 due to his declared interests

26 To consider a request to relocate a Town Council noticeboard from Links Hill to Gunton Drive

Cllr Brooks proposed to not approve the request as the Links Hill noticeboard was concreted in place and the land of the suggested location was owned by Suffolk County Council, instead the GRA would be redirected to address their request to Suffolk County Council; seconded by Cllr Taylor; all in favour.

Cllr Pearce returned to the chamber at 19:54

27 Date of next meeting

Monday 10 August 19:00

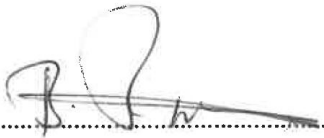
28 Items for the next agenda and close

Cllr Ray requested an item to discuss shade provision in play areas.

29 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 meeting was closed at 19:55



Signed:

10 August 2026

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