

Lowestoft Town Council

For the attention of all Councillors

You are summoned to attend a **Climate and Ecological Emergency Committee** meeting of Lowestoft Town Council, which will be held at **Hamilton House, Battery Green Road, Lowestoft, NR32 1DE** at **15:00** on **Monday 21 September 2026**.

The meeting is held in accessible premises and open to the public and press to attend.

Those attending shall be informed that the meeting may be reported on (including recording, photographing and filming). This does not apply to confidential items. Comments can also be submitting regarding any item on the agenda in advance of the meeting. Members of the public can join the meeting remotely via [Teams](#). The meeting can also be observed via [YouTube](#).

In providing any comments members of the public accept that, where they are suitable, they may be considered at the meeting and published in our minutes. Any individual submitting the comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. Members of the public accept that their name may be noted and recorded at the meeting. However, their contact details will not be noted and reported publicly.

Councillors must register relevant interests and declare them at a meeting if they have such an interest in a matter to be considered. Under the Localism Act 2011, a councillor with relevant interests in matters on the agenda cannot take part or vote on those matters, unless they have been granted a dispensation. Under the Council's Code of Conduct, a councillor must leave the meeting room if they have such an interest, unless they have been granted a dispensation. There may be other interests or matters in which councillors might be considered to be biased or predetermined in which case they will need to consider whether they should leave the room.

The Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity as part of relevant decisions.

S. L. Foote

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Sarah Foote, Town Clerk
21 September 2026

Lowestoft Town Council
Climate and Ecological Emergency Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
15:00 on Monday 21 September 2026

AGENDA

29 Welcome

To explain the fire evacuation procedure, welcome the meeting, and remind councillors and members of the public of the right to report.

30 To receive and consider approval of apologies for absence

31 Declarations of Interests and dispensations

31.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from councillors on items on the agenda

31.2 To consider written requests for dispensations for Disclosable Pecuniary Interests and note dispensations granted

32 To consider the draft minutes of the meeting on 20 July 2026

33 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.

34 Finance and Budget

34.1 To monitor expenditure by this Committee from the climate emergency budget, under delegated authority

35 To consider screening the National Emergency Briefing film to all Councillors, LTC staff and CEEC non-councillor members

36 To consider the following items in relation to the natural environment and other ecology related matters:

36.1 Review and monitor developments related to Lowestoft's flood risk

36.2 To consider a recommendation to Full Council to submit a response to the Government's consultation on fireworks

This [consultation](#) closes on 7 October 2026

37 To consider matters relating to Lowestoft's parks and open spaces and relevant actions:

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37.1 To discuss the trial period for the water bottle refill stations, how success will be monitored and suggestions on further locations for stations

38 To consider public transport and alternative methods of travel and relevant actions:

38.1 Receive an update from the Public Transport Working Group

39 To receive a report from Rachel Bunn on the work by East Coast College with schools for sustainability plans

40 To appoint representatives to attend the following:

40.1 The SLCC/SALC Environmental Network Meeting on Tuesday 6 November

40.2 A meeting with National Highways on Tuesday 6 October 13:00 or Monday 19 October 12:30

This is in response to the letter submitted by Full Council to Jess Asato MP regarding public transport on the High Street

40.3 The Collaborative Climate Action CPD Event at East Coast College on Monday 5 October

41 Date of next meeting

Monday 19 October 15:00

42 Items for the next agenda and close

43 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

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Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Monday 20 July 2026 15:00

MINUTES

Present: Cllrs Wendy Brooks, Joe Hynes, Paul Page and Dom Taylor. Non-Councillor members John Ellerby and Cathy Williams

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

Public: One member of the public was in attendance in person and one member was in attendance via the webinar

17 Welcome

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

18 To receive and consider approval of apologies for absence

Apologies were received from Cllrs Neil Coleby, John Murray, Graham Parker and Deborah Ray with reasons provided. Cllr Page proposed to approve the apologies received; seconded by Cllr Brooks; all in favour.

19 Declarations of interests and dispensations

19.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from members on items on the agenda – John Ellerby declared he was a member of the Waveney Clarion Supporters Group.

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

20 To consider the draft minutes and confidential note of the meeting on 15 June 2026

Cllr Brooks proposed approval of the draft minutes and confidential note; seconded by Cllr Hynes; five votes in favour and one abstention.

21 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 – The member of public in attendance via the webinar spoke on item 24.2, noting it was an excellent strategy and suggested feedback be sent to East Suffolk Council (ESC) for these strategies to be integrated in the new Local Plan.

22 Finance and budget

22.1 To monitor expenditure by this Committee from the climate emergency budget, under delegated authority – The budget report was received and noted.

23 To consider further applications received for Non-Councillor member roles on this Committee

There were five applications to be considered.

Cllr Brooks proposed approval of Rachel Bunn's application; seconded by Cllr Page; all in favour.

Rachel Bunn joined the meeting as a Non-Councillor member

As there was a high volume of applications, it was suggested they be deferred for consideration and further questions sent to the applicants to ascertain what skills they would bring to the Committee, potential with an invite to attend the next Committee meeting in September.

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It was noted the Terms of Reference did not allow the number of non-Councillor members to exceed 50% of the elected members present at the meeting, this may result in some non-Councillors not being able to vote.

Cllr Brooks proposed the remaining applicants be invited to speak with the Committee and attend the next meeting, after which only two further non-Councillor members should be approved.

Cllr Taylor proposed all applications be approved.

There was no seconded for Cllr Brooks' proposal.

John Ellerby seconded Cllr Taylor's proposal and a vote was held with three votes in favour, one vote against and three abstentions. The resolution was passed and all four applicants would be notified of their successful applications.

24 To consider the following items in relation to the natural environment and other ecology related matters:

24.1 Review and monitor developments related to Lowestoft's flood risk – Officers confirmed ESC intended to invite Lowestoft Town Council (LTC) to join the governance body for the flood defences once it has been formed.

It was requested ESC be asked to clarify what would be discussed at the governance body meetings and what contributions LTC would be able to make.

Cllr Hynes suggested Anglian Eastern Region Coastal Flood be contacted to query if a Town Council could join the group as a representative. Officers who query this and bring it to Full Council.

24.2 Submit comments to the Planning Committee for consideration for the East Suffolk Tree and Hedgerow Strategy consultation – The Committee reviewed the strategy and made the following comments:

- The level of paving in the district needed to be minimised and space left for vegetation to grow.
- Watering requirements for trees, and the consequent cost implications, needed to be considered against the climate emergency and water scarcity.
- It was encouraging to see hedged were being considered as they consumed less water.
- It was felt the strategy should recognise the loss of trees from the Sizewell C development.
- The strategy should include information and maps on Tree Protection Orders.

Cllr Hynes proposed the comments made in this meeting and submitted in advance by Cllr Ray be sent to Planning for consideration and to note this Committee supports the draft strategy; seconded by Cathy Williams; all in favour.

25 To consider the following items in relation to waste and pollution:

25.1 Improvements to communications for the free-to-access bulky waste service – The public needed to be aware that this was a free scheme and was primarily aimed at those who could not afford the paid-for ESC service or had no means to take their bulky waste items to the centre. Furthermore, the contractor had raised issues with members of the public booking a collection and then not putting those items out for collection, thus wasting a timeslot someone else could have had. Therefore, those who failed to put their items outside for their booked slot would be downgraded for future deliveries, at the contractor's discretion.

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Officers confirmed the website had been updated to state the intention of the scheme as outlined.

- 25.2 Discussion points to raise with East Suffolk Council at the next Quarterly Liaison meeting regarding the roll out of the new bins and recycling scheme – It was agreed to query the fast rollout of the new bins, when it had previously been stated the change would be gradual, and to highlight the issues experienced across the parish. It was agreed to query how impactful East Suffolk Council's monitoring of the successes and failures of the scheme are going to be.

26 Date of next meeting

Monday 17 August 15:00

27 Items for the next agenda and close

Rachel Bunn requested an item to receive a report from the college regarding their work with schools on sustainability plans for the next year.

An item was requested to receive an update from the Public Transport Working Group.

John Ellerby requested the results of the investigation of the blister pack scheme, as resolved in the last meeting, be provided at the next meeting. It was clarified this would only be included if Councillors have been able to complete the investigation.

28 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 16:17

Signed:

17 August 2026

Annual Budget - By Committee (Actual YTD Month 5)

Note: 31st August 2026

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<u>Climate and Ecological</u>												
650	<u>Climate Emergency</u>											
1210	Recharges	0	5,483	0	0	0	0	0	0	0	0	0
	Total Income	0	5,483	0	0	0	0	0	0	0	0	0
4150	Mileage & Operation Fuel Costs	15,000	17,202	0	0	15,000	0	15,000	8,550	0	0	0
4315	Cleaning	0	0	0	0	3,000	0	3,000	0	0	0	0
5045	Climate Emergency	14,200	8,570	0	0	25,000	0	25,000	8,161	0	0	0
5220	Waste Disposal	21,554	22,209	0	0	25,000	0	25,000	12,136	0	0	0
5225	Bulky Waste	27,125	20,390	6,125	0	36,775	0	42,900	14,050	0	0	0
	Overhead Expenditure	77,879	68,372	6,125	0	104,775	0	110,900	42,897	0	0	0
	Movement to/(from) Gen Reserve	(77,879)	(62,889)			(104,775)		(110,900)	(42,897)	0		
	Climate and Ecological - Income	0	5,483	0	0	0	0	0	0	0	0	0
	Expenditure	77,879	68,372	6,125	0	104,775	0	110,900	42,897	0	0	0
	Movement to/(from) Gen Reserve	(77,879)	(62,889)			(104,775)		(110,900)	(42,897)	0		
	Total Budget Income	0	5,483	0	0	0	0	0	0	0	0	0
	Expenditure	77,879	68,372	6,125	0	104,775	0	110,900	42,897	0	0	0
	Movement to/(from) Gen Reserve	(77,879)	(62,889)			(104,775)		(110,900)	(42,897)	0		