

Lowestoft Town Council

For the attention of all Councillors

You are summoned to attend an **Extraordinary Arnold's Bequest Charity Board** meeting as a member of the corporate body of Trustees, which will be held at **Hamilton House, Battery Green Road, Lowestoft, NR32 1DE** at **17:45 on Tuesday 1 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.

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.

S. L. Foote

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Sarah Foote, Town Clerk
01 September 2026

Lowestoft Town Council
Extraordinary Arnold's Bequest Charity Board Meeting
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
17:45 on Tuesday 1 September 2026

AGENDA

85 Welcome

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

86 To receive and consider approval of apologies for absence

87 To note declarations of interests and consider any dispensations

88 To consider the draft minutes and confidential notes of the meetings on 28 April and 28 July 2026

89 To consider matters relating to third party use of trust owned land (confidential)

90 Date of next meeting

Tuesday 27 October 18:00

91 Items for the next agenda and close

92 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

Lowestoft Town Council
Arnold's Bequest Charity Board
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Tuesday 28 July 2026 18:00

MINUTES

Present: Cllrs Sonia Barker, Nasima Begum, Kinsey Foster, Jen Jones, Andy Pearce, Bernie Rappensberger and Elise Youngman

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

75 Welcome

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

76 To receive and consider approval of apologies for absence

Apologies were received from Cllrs Wendy Brooks, Neil Coleby, Christian Newsome, Graham Parker, Deborah Ray, Dom Taylor and Nick Webb with reasons provided. Cllr Pearce proposed approval of the apologies received; seconded by Cllr Rappensberger; all in favour.

Cllrs Joe Hynes, Chrstine Moore, John Murray and Paul Page were absent with no apologies received.

77 To note declarations of interests and consider any dispensations

There were no declarations.

78 To consider the draft minutes of the meetings on 24 March and 28 April 2026

Cllr Jones proposed approval of the draft minutes; seconded by Cllr Barker; all in favour.

79 To agree amended governance framework

Cllr Pearce proposed to endorse and adopt the amended governance framework; seconded by Cllr Jones; all in favour.

80 To agree terms and conditions for non-Councillor Trustees

Cllr Pearce proposed approval of the terms and conditions for non-Councillor trustees; BR; all in favour.

81 To consider legal matters relating to tenancies (confidential)

This item would be discussed in confidential session.

82 Date of next meeting

Tuesday 27 October 18:00

83 Items for the next agenda and close

OPR Consulting were thanked for sorting the legal matters and ensuring compliance with the Charity Commission to enable non-Councillors to join as trustees.

84 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 – Cllr Jones proposed the meeting be moved into confidential session; seconded by Cllr Pearce; all in favour.

He Chair closed the meeting to the public and moved into confidential session at 18:06

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Arnold's Bequest Charity Board
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Tuesday 28 July 2026 18:00

81 To consider legal matters relating to tenancies (confidential)

A confidential update was provided on matters related to tenancies

The Chair closed the meeting at 18:07

Signed:
27 August 2026