

# Lowestoft Town Council Assets, Inclusion and Development Committee

## For the attention of all Committee Members

You are summoned to attend a meeting of the Assets, Inclusion and Development Committee of Lowestoft Town Council, which will be held at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE** at 19:00 on 8 April 2024.

### **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 the following link:

<https://us02web.zoom.us/j/88194705071>. The meeting can also be observed via YouTube on the following link: <https://youtu.be/jf-hYBwF4-o>.

*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.

To help prevent the spread of infectious diseases, all attendees should consider the safety of others, make their own risk assessment of the advisability of attending and consider measures they should take to ensure their own safety.

*S Foote*

.....  
Sarah Foote, Acting Town Clerk  
28 March 2024

**Lowestoft Town Council**  
**Meeting of the Assets, Inclusion and Development Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**19:00 on 8 April 2024**

**AGENDA**

**233. Welcome**

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

**234. To receive and consider approval of apologies for absence**

**235. Declarations of Interests and dispensations**

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

235.2.To consider written requests for dispensations for interests and note dispensations granted.

**236. To consider the draft minutes and confidential note of the meeting on 4 March 2024**

**237. 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.

**238. To monitor expenditure by this Committee and its Sub-Committees from their delegated budgets**

**239. To review the Asset Register**

**240. Parks and Open Spaces:**

240.1.To receive and note the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 19 March 2024

240.2.To consider any recommendations from the Parks and Open Spaces Sub-Committee on the following:

240.2a. The quotes for the refurbishment of Britten Road and Pakefield Green play areas (some aspects may be confidential)

240.3.Denes Oval:

240.3a. To receive an update on the condition survey of Denes Oval pavilion, and use the findings of the survey to commission a schedule of works for refurbishment of the pavilion (some aspects may be confidential)

240.3b. To consider proposals from the Lowestoft Town Cricket Club relating to the Denes Oval Pavilion

240.4.To receive an update on the status of condition surveys and chartered reports for the Normanston Park toilets and changing rooms and the Lowestoft Cemetery toilets

240.5.To consider any measures for dog control in the Town Council's parks and open spaces

240.6.To consider the purchase of wildflower seeds for Gunton Community Park, Stoven Close and Great Eastern Linear Park, within a maximum budget of £200

240.7.To consider a memorial tree application for Sparrows Nest

240.8.To consider the purchase for ten bins within a maximum budget of £4,300 + VAT

**241. Events and Communications**

241.1.To receive and note the draft minutes of the Events and Communications Sub-Committee meeting on 27 March 2024

241.2.To consider any recommendations from the Events and Communications Sub-Committee on the following:

**Lowestoft Town Council**  
**Meeting of the Assets, Inclusion and Development Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**19:00 on 8 April 2024**

241.2a. A maximum budget of £5,000 for Norfolk and Waveney Mind to host a wellness festival (allocated to the 2024-2025 main events budget)

- 242. To consider application to the District CIL funding programme for Britten Road and Pakefield Green play area refurbishments, Belle Vue Park block paving and replacement cricket nets for Denes Oval**
- 243. To receive an update on the approach from a member of the public concerning acquirement of a Punch and Judy booth and the Laughing Sailor**
- 244. To consider initial proposals to work with the Gunton Estate Community Hall Management Committee and the Conservation Volunteers to create a memorial garden and food growing area in Gunton Community Park**
- 245. To consider the purchase of a painting (some aspects may be confidential)**
- 246. To consider partnership working with East Suffolk Building Preservation Trust including feedback from a recent meeting (confidential)**
- 247. Date of the next meeting**  
Monday 13 May 2024 – 19:00
- 248. Items for the next agenda and close**
- 249. 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 legal issues relating to the matters on this agenda:**  
249.1.To consider any legal issues, including those above as required