Lowestoft Town Council

For the attention of all Councillors

You are summoned to attend an Extraordinary Full Council meeting of Lowestoft Town Council, which will be held at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE** at 18:30 on 5 December 2023.

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/86992296878. The meeting can also be observed via YouTube on the following link: https://youtu.be/1qmEYYARB8g.

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. Barker

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Sonia Barker, Mayor
29 November 2023

Lowestoft Town Council

Extraordinary Full Council Meeting

First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
18:30 on 5 December 2023

AGENDA

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

152. **To receive and consider approval of apologies for absence from any Councillors not in attendance**

153. **Declarations and dispensations**
153.1. To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from councillors on items on the agenda
153.2. To consider written requests for dispensations for interests and note dispensations granted

154. **To consider the draft minutes and confidential note of the Full Council meeting on 28 November 2023**

155. **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.

156. **To consider and approve the Town Council submitting an application for a Public Works Loan for the delivery stage of the Town Hall project**

157. **Date of next meeting**
19 December 2023 at 18:30

158. **Items for the next agenda and close**

159. **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 and employment issues relating to the matters on this agenda, including the following:**
159.1. Any matters, including those above as required