

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 9 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/84900079599>. The

meeting can also be observed via YouTube on the following link:

<https://youtu.be/D5c71YPM6VU>.

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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CLlr Sonia Barker, Mayor

2 April 2024

Lowestoft Town Council
Extraordinary Full Council Meeting
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
18:30 on 9 April 2024

AGENDA

257. Welcome

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

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

259. Declarations and dispensations

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

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

260. To consider the draft minutes of the Full Council meeting on 27 February 2024 and the draft minutes and confidential note of the Full Council meeting on 26 March 2024

261. 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.

262. Personnel

262.1. To consider any interim staffing arrangements (confidential)

262.2. To consider staff terms and conditions for 2024/25 (confidential)

262.3. To consider the position on payments relating to the application of the Local Government Pay Award (confidential)

262.4. To consider items relating to staff absence (confidential)

263. Marina Theatre

263.1. To accept contract for Design Services for the Marina Theatre RIBA stages 4-7 (with break clause at stage 4) and agree signing arrangements

263.2. To consider approval of the Marina Theatre Project Management Services contract (some aspects may be confidential)

263.3. To consider a delegation to the Marina Theatre Project Committee to consider and approve items of expenditure required to deliver RIBA Stage 4, but outside the scope of Design Services, mainly surveys and utility works

264. To consider the appointment of a Client Construction Design Manager for the Town Hall Project, with an exemption under Financial Regulation 11.1a (ii), and seek approval of this appointment pursuant to Regulation 11.1d

265. To consider any urgent requests from the Lowestoft Town Cricket Club for improvement works to the cricket pitches at the Denes Oval and Normanston Park

266. To consider the following legal matters (some aspects may be confidential):

266.1. To consider renewal of an existing tenant's lease (confidential)

266.2. Signing of the lease for Unit 2 (confidential)

266.3. To consider land ownership in relation to the renewal of the allotments lease (confidential)

266.4. To receive an update report on legal matters (confidential)

267. Date of next meeting

23 April 2024 at 18:30

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First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
18:30 on 9 April 2024

Annual Assembly of the Town – 30 April at 18:00

Annual Meeting of Lowestoft Town Council - 21 May 2024 at 18:30

268. Items for the next agenda and close

269. 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:

269.1. Any matters, including those above as required