You are summoned to attend a Meeting of the Lowestoft Town Council Implementation Committee at Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ at 16:00 on 11 May 2018.

The meeting is open to the public and press to attend and those attending the meeting shall be informed that the meeting may be reported on (including recording, photographing and filming). This does not apply to confidential items.

Councillors must register relevant interests and also 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 a disclosable pecuniary interest in a matter on the Agenda cannot take part or vote on that matter, 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 cases 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.

SS Bendix

Shona Bendix, Clerk
4 May 2018
Lowestoft Town Council
Meeting of the Implementation Committee

Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ
16:00 on 11 May 2018

AGENDA

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

297. To receive and consider acceptance of apologies for absence

298. Declarations of Interests and dispensations
289.1 To receive Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from councillors on items on the Agenda
298.2 To receive and consider written requests for dispensations for Disclosable Pecuniary Interests
298.3 To note any dispensations previously granted

299. To consider the accuracy of the Minutes:
23 April 2018

300. Public Forum
An opportunity for the public to make comments on any matters on this agenda

301. To consider signing the Kirkley and Pakefield Community Sports and Social Club Ltd Deed of Surrender and lease

302. To consider a Community Infrastructure Levy Consultation

303. To consider asset transfer and compliance issues, in particular the following matters:
303.1 The sale of land on Walmer Road
303.2 The introduction of memorial benches
303.3 Improvement works to play areas
303.4 Compliance monitoring and maintenance
303.5 Gunton Warren land transfer and environmental issues
303.6 Cotman Close land transfer
303.7 Normanston Allotments land transfer
303.8 Draft lease for Community Halls
303.9 CAD plans and compliance information from Waveney District Council
303.10 Any update regarding the health and safety concerns of the public conveniences at Fen Park

304. To consider a summary table of concerns regarding asset transfers (confidential)

305. Asset records, protocols and strategies
305.1 To note the summary table for asset records, protocols and strategies
305.2 To consider the ‘Friends Of’ Groups protocol
305.3 Any progress with the development of a toilet strategy
305.2 Any update regarding the health and safety concerns of the public conveniences at Fen Park

306. To consider an update and next steps for the following assets:
306.1 Allotments, including asset record
Lowestoft Town Council
Meeting of the Implementation Committee

Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ
16:00 on 11 May 2018

306.2 CCTV
306.3 Community halls
306.4 East of England Park
306.5 The Lowestoft Collection
306.6 Marina Theatre
306.7 North Denes including review of asset records
306.8 Open Spaces and parks, including the septic tank on the land of the Uplands Community Centre
306.9 Town Hall (including condition survey) and Heritage Action Zone
306.10 Triangle Market, including asset records
306.11 Other assets and asset records
306.12 To consider the need for any additional condition surveys

307. To note any progress with plans and lease for the first floor of Hamilton House
308. To note progress with events on Town Council land
309. To note progress with a framework for requests for the Freedom of the Town
310. To consider progress with community engagement
310.1 Survey (including Survey Monkey)
310.2 Promotion leaflets and advertising
310.3 Noticeboards, signs and plaques
310.4 Events material: gazebo, banners and microphone etc

311. To consider any developments in relation to the threatened closure of Lowestoft Records Office
312. Date of the next meeting
   Monday 21 May 2018 16:00 Riverside
313. Items for the next Agenda and Close