Lowestoft Town Council Assets, Inclusion and Development Committee

For the attention of all Committee Members

You are summoned to attend a Meeting of the Lowestoft Town Council Assets, Inclusion and Development Committee at Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ at 16:00 on 25 June 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.

S S Bendix

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Shona Bendix, Clerk
19 June 2018
Lowestoft Town Council
Meeting of the Assets, Inclusion and Development Committee

Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ
16:00 on 25 June 2018

AGENDA

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

352. To receive and consider acceptance of apologies for absence

353. Declarations of Interests and dispensations
   353.1 To receive Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from Councillors on items on the Agenda
   353.2 To receive and consider written requests for dispensations for Disclosable Pecuniary Interests
   353.3 To note any dispensations previously granted

354. To consider the accuracy of the Minutes:
   4 June 2018

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

356. To note any progress with plans and lease for the first floor of Hamilton House

357. To note progress with events on Town Council land, including the following:
   357.1 To consider a request from DanceEast to incorporate the drying racks into one of their performances
   357.2 To note the planned continental fair and associated craft fair at the Triangle Market, music at Sparrows Nest and street entertainment competition in the town centre (2 – 5 August)

358. To note progress with a framework for requests for the Freedom of the Town

359. To consider any developments in relation to the threatened closure of Lowestoft Records Office

360. To consider progress with community engagement
   360.1 To note progress with the survey
   360.2 Promotion leaflets and advertising
   360.3 Noticeboards, signs and plaques

361. To consider any update with the issue of bicycles and vehicles on London Road North, and related issues

362. To consider asset transfer and compliance issues, in particular the following matters:
   362.1 Compliance monitoring, maintenance and condition surveys
   362.2 CAD plans and compliance information
   362.3 The sale of land on Walmer Road
   362.4 The sale of land next to Uplands Community Centre
   362.5 Improvement works to play areas
   362.6 Gunton Warren land transfer and environmental issues
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16:00 on 25 June 2018

362.7 Cotman Close land transfer
362.8 Normanston Allotments land transfer
362.9 Leases, including the following:
   362.9i Kirkley and Pakefield Community Sports and Social Club Ltd
   362.9ii The Lowestoft Movie Makers Club
   362.9iii Community Halls

363. Asset records, protocols and strategies
363.1 To note the summary table for asset records, protocols and strategies
363.2 To consider the toilet strategy

364. To consider an update and next steps for the following assets:
364.1 Allotments, including consideration of the asset record
364.2 East of England Park
364.3 The Lowestoft Collection
364.4 Marina Theatre
364.5 North Denes
364.6 Open Spaces and parks
364.7 Heritage Action Zone, including Town Hall
364.8 Triangle Market
364.9 Other assets and asset records

365. Date of the next meeting
   Monday 9 July 2018 16:00 (location to be confirmed)

366. Items for the next Agenda and Close