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 18:00 on 4 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
29 May 2018
Lowestoft Town Council
Meeting of the Assets, Inclusion and Development Committee

Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ
18:00 on 4 June 2018

AGENDA

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

335. To receive and consider acceptance of apologies for absence

336. Declarations of Interests and dispensations
   336.1 To receive Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from
   Councillors on items on the Agenda
   336.2 To receive and consider written requests for dispensations for Disclosable Pecuniary
   Interests
   336.3 To note any dispensations previously granted

337. To consider the accuracy of the Minutes:
   21 May 2018

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

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

340. To consider asset transfer and compliance issues, in particular the following matters:
   340.1 Compliance monitoring, maintenance and condition surveys
   340.2 CAD plans and compliance information from Waveney District Council
   340.3 The sale of land on Walmer Road
   340.4 The sale of land next to Uplands Community Centre
   340.5 Improvement works to play areas
   340.6 Gunton Warren land transfer and environmental issues
   340.7 Cotman Close land transfer
   340.8 Normanston Allotments land transfer
   340.9 Leases, including the following:
       340.9i Kirkley and Pakefield Community Sports and Social Club Ltd
       340.9ii The Royal Naval Patrol Service Association
       340.9iii The Lowestoft Movie Makers Club
       340.9iv Community Halls

341. Asset records, protocols and strategies
   341.1 To note the summary table for asset records, protocols and strategies
   341.2 Any progress with the development of a toilet strategy

342. To consider an update and next steps for the following assets:
   342.1 Allotments
   342.2 East of England Park
   342.3 The Lowestoft Collection
   342.4 Marina Theatre
   342.5 North Denes
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342.6 Open Spaces and parks  
342.7 Heritage Action Zone, including Town Hall  
342.8 Triangle Market  
342.9 Other assets and asset records  

343. To review the register of land and assets including building and office equipment  
344. To note any progress with plans and lease for the first floor of Hamilton House  
345. To note progress with events on Town Council land  
346. To note progress with a framework for requests for the Freedom of the Town  

347. To consider progress with community engagement  
347.1 Survey (including Survey Monkey)  
347.2 Promotion leaflets and advertising  
347.3 Noticeboards (including any update with the introduction of new noticeboards), signs and plaques  

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

349. Date of the next meeting  
Monday 25 June 2018 (time and location to be confirmed)  

350. Items for the next Agenda and Close