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 6 August 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

Shona Bendix, Clerk
30 July 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 6 August 2018  

AGENDA

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

401. To receive and consider acceptance of apologies for absence

402. Declarations of Interests and dispensations
402.1 To receive Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from Councillors on items on the Agenda
402.2 To receive and consider written requests for dispensations for Disclosable Pecuniary Interests
402.3 To note any dispensations previously granted

403. To consider the accuracy of the Minutes:  
23 July 2018

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

405. To consider any progress with plans and lease for the first floor of Hamilton House

406. Asset records, protocols and strategies
406.1 To note the summary table for asset records, protocols and strategies
406.2 To consider any new or revised asset records, protocols and strategies

407. To note progress with events on Town Council land

408. To consider a request from Peter Aldous MP to plant five saplings as part of the Queen’s Commonwealth Canopy and to consider where they should be located

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

410. To consider progress with community engagement
410.1 Promotion leaflets and advertising
410.2 Noticeboards, signs and plaques, including to consider a request to progress a plaque on London Road South to commemorate the centenary of the Suffragette movement

411. To consider asset transfer and compliance issues, in particular the following matters:
411.1 Compliance monitoring, maintenance and condition surveys
411.2 The sale of land on Walmer Road
411.3 The sale of land next to Uplands Community Centre
411.4 Improvement works to play areas
411.5 Gunton Warren land transfer and environmental issues
411.6 Cotman Close land transfer
411.7 Normanston Allotments land transfer
411.8 Leases, including the following:
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 6 August 2018

411.8i Kirkley and Pakefield Community Sports and Social Club Ltd
411.8ii The Lowestoft Movie Makers Club
411.8iii Community Halls

412. To consider an update and next steps for the following assets:
412.1 Allotments
412.2 East of England Park
412.3 The Lowestoft Collection
412.4 Marina Theatre
412.5 North Denes
412.6 Open Spaces and parks
412.7 Heritage Action Zone
412.8 Triangle Market

413. Date of the next meeting
   Monday 20 August 2018 16:00

414. Items for the next Agenda and Close