

Lowestoft Town Council Assets, Inclusion and Development Committee

For the attention of all Committee Members

You are summoned to attend a meeting of the Assets, Inclusion and Development Committee of Lowestoft Town Council at 18:00 on 17 May 2021.

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. 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/81338598638>. The meeting can also be observed via the following link: <https://youtu.be/Yj9ZTB6QsR0>. 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 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 be present.

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 Covid-19, all attendees should bring their own refreshments, their own pen for signing in, and should dress appropriately given the need for increased ventilation on the site. Every person attending should make their own risk assessment of the advisability of attending and/or any measures they should take individually to ensure their safety.

S S Bendix

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Shona Bendix, Clerk
10 May 2021

Lowestoft Town Council
Meeting of the Assets, Inclusion and Development Committee
Whitton Residents' Hall, Hawthorn Avenue, Lowestoft, Suffolk, NR33 9BB
18:00 on 17 May 2021

AGENDA

194. Welcome

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

195. To receive and consider acceptance of apologies for absence

196. Declarations of Interests and dispensations

196.1. To receive Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from Councillors on items on the Agenda and to note that there are no written requests and grants of dispensations for Disclosable Pecuniary Interests

197. To consider the draft minutes of the meeting on 12 April 2021 and the signing of previous minutes subsequent to 17 March 2020

198. 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.

199. To consider the following regarding parks and open spaces:

199.1. To receive any comments and note the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 27 April 2021

199.2. To consider the following recommendations from the Parks and Open Spaces Sub-Committee:

199.2a. To proceed with pledging land at Clarkes Lane, Fen Park and the North Denes to WildEast, with delegated authority to officers to progress the appropriate signage

199.2b. To transfer the £17,500 funds in the Fen Park pond budget to the ponds and waterways budget, in anticipation it will be spent this year

199.3. The provision of benches, bins and bicycle racks in the Town Council's parks and open spaces

199.4. Quotations for leaflets and signage for the Gainsborough Drive pond regarding duck feeding

199.5. How to develop areas in Fen Park and Kensington Gardens to produce mulch

199.6. Site access to Sparrows Nest, including any quotations received to install a fence along the border of the grass between the play area and the Movie Makers Theatre

199.7. Arrangements for replacement trees/planting, following incidents of environmental vandalism on Town Council land

199.8. The security of Fen Park and the Britten Road play area, particularly regarding unauthorised vehicular access

199.9. A request to refurbish the Kensington Gardens bowls pavilion windows

199.10. A request from a school to hire the Kensington Gardens tennis courts for one morning per week

199.11. A request from Cllr Sonia Barker to join the Parks and Open Spaces Sub-Committee

200. Normanston Park

200.1. To receive any comments and note the draft minutes of the Normanston Park Tenancy Arrangements Sub-Committee meeting on 14 April 2021

201. To consider the following regarding markets:

201.1. To receive the notes of the Triangle Market Working Group meeting on 5 May 2021

201.2. To consider any recommendations from the Triangle Market Working Group regarding the

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provision of markets

- 202. To consider providing access from the Links Road car park to the sea wall**
- 203. To consider an issue reported regarding the surfacing of the Normanston Park car park**
- 204. To consider progress with a plan for heritage plaques**
- 205. To consider a proposal regarding procurement of additional items of the Lowestoft Collection**
- 206. To receive an update on the proposed bus shelter for Harris Avenue**
- 207. To consider the following regarding Community Halls:**
 - 207.1. Management arrangements
 - 207.2. A request from the Lowestoft Boxing Academy to hire Whitton Residents' Hall
- 208. To receive the notes of the Denes Oval Working Group meeting on 12 May 2021 and consider proposed improvements to the Denes Oval (some aspects may be confidential)**
- 209. To consider lease arrangements for a tenant (confidential)**
- 210. To consider enhancing the arrangements for the Lowestoft Collection at the Lowestoft Museum (confidential)**
- 211. Date of the next meeting**

7 June 2021 18:00
- 212. Items for the next agenda and close**
- 213. 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 issues relating to the matters on this agenda:**
 - 213.1. To consider any legal issues, including those above as required