

# 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, which will be a video meeting via Zoom, at 18:00 on 7 December 2020. **Members of the public are welcome to observe the meeting and submit comments regarding any item on the agenda in advance of the meeting. The link for members of the public to observe the meeting is as follows: <https://youtu.be/c0bMmdcfXok>. The link for Councillors to access the Zoom meeting will be sent separately via email. The minutes and all public documents associated with this agenda will be published as usual.** 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.

*SS Bendix*

.....  
Shona Bendix, Clerk  
30 November 2020

**Lowestoft Town Council**  
**Meeting of the Assets, Inclusion and Development Committee**  
**Via Video Meeting**  
**18:00 on 7 December 2020**

**AGENDA**

**97. Welcome**

To welcome the meeting and remind Councillors and members of the public of the right to report and noting the application of the video meeting protocol.

**98. To receive and consider acceptance of apologies for absence**

**99. Declarations of Interests and dispensations**

99.1. 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

**100. To receive any comments and note that the draft minutes of the meeting on 2 November 2020 will be considered at the next appropriate meeting**

**101. To consider any advance comments from the public on any matters on this agenda**

**102. To consider the following regarding parks and open spaces:**

102.1. To receive any comments and note the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 17 November 2020

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

102.2a. To reinstate the land of the former Parklands play area as unlocked public open space

102.2b. To aspire to install a bin at the entrance to every Town Council owned park and play area, and bicycle racks and benches where necessary

102.3. To consider progress with the purchase of the wheelchair accessible picnic bench for the Stoven Close play area

102.4. To consider progress with memorial lecterns for the Belle Vue Park Peace Garden and Kensington Gardens Holocaust Memorial Garden

102.5. To consider arrangements for the lockable bollards at Sparrows Nest and Kensington Gardens and related signage

102.6. To consider potential nursery plans

102.7. To receive any updates on improvement work to Whitton Green

**103. To consider the following regarding allotments:**

103.1. How to enhance and expand the Town Council's provision of allotments

103.2. To note that a planning application is being submitted for vehicular access and parking at the Normanston allotments

**104. To consider the draft Mulch Policy**

**105. To consider how to progress the installation of a bus shelter on Harris Avenue**

**106. To consider usage of the Gunton Drive former telephone kiosk, in addition to the defibrillator**

**107. To consider the results of the environmental assessments of the Town Council's ponds, if received**

**108. To consider which Town Council assets would benefit from enhanced security**

**Lowestoft Town Council**  
**Meeting of the Assets, Inclusion and Development Committee**  
**Via Video Meeting**  
**18:00 on 7 December 2020**

109. To note that the Standing Orders and Policies Sub-Committee is considering Committee and Sub-Committee structures and Terms of Reference, and to consider whether to submit any comments
110. To consider requests to hire the Kensington Gardens Ammunition Bunker (some aspects may be confidential)
111. To consider requests to grant Freedom of the Town, and Freeman status (some aspects may be confidential)
112. To consider a request for transfer/sale of land at Uplands (confidential)
113. To consider a request to trade at the Links Road car park in 2021 (confidential)
114. **Date of the next meeting**  
4 January 2021 18:00
115. **Items for the next agenda and close**
116. 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:
  - 116.1. To consider any legal issues, including those above as required