

Lowestoft Town Council Events and Communications Sub-Committee

For the attention of all Sub-Committee Members

You are summoned to attend a Meeting of the Lowestoft Town Council Events and Communications Sub-Committee at **via Video Conferencing at 15.00 on Thursday 30 July 2020**

Members of the public are welcome to observe the meeting, which can be accessed via <https://youtu.be/oVwrOWEQodQ> and are welcome to submit comments regarding any item on the agenda in advance of the meeting. 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.* The Council's Public Participation Protocol for Video Meetings will apply to this meeting.

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. . In this instance, the summons is for a video meeting and any councillor declaring a pecuniary interest will be disconnected from the call and redialled when the agenda item is complete.

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
23 July 2020

Lowestoft Town Council

Meeting of the Events and Communications Sub-Committee

Remote meeting to commence at 15.00 on Tuesday 30 July 2020

Stream Link: <https://youtu.be/oVwrOWEQodQ>

AGENDA

112. 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

113. To receive and consider acceptance of apologies absence

114. Declarations of Interests and Dispensations

114.1 To receive Declarations of Disclosable Pecuniary and Local Non-Pecuniary Interests from Councillors on items on the agenda.

114.2 To note written requests for dispensations for Disclosable Pecuniary Interests

115. Public Forum

To consider any comment from members of the public submitted in advance of the meeting.

116. To receive any comments and note that the draft minutes of the meeting on 25 June 2020 will be considered at the next appropriate meeting

117. Sub-Committee arrangements

117i To note the membership of the Events and Communications Sub-Committee

117ii To note a request from Cllr Taylor to join the Sub-Committee will be considered by Finance and Governance.

118. Events

118.1 To note applications received for events on Town Council land

118.2 VJ Day

118.2i To note event will take place on Saturday 16 August at Kensington Gardens

118.2ii To consider format of event including RBL attendance and planting of cherry tree(s)

118.2iii To consider purchase of two cherry trees from delegated events budget at a cost of £40.00 plus any delivery and planting and watering costs.

118.3 Heritage Open Days (11 to 20 September)

118.3i To note progress on filming the virtual tour of the Town Hall

118.3ii To consider any other projects for Heritage Open Days including if the Town Hall could be open on a ticketed system with social distancing restrictions in place.

118.4 To give early consideration to Remembrance Sunday 2020.

119. Communications

To consider the Council's communications.

120. Date of next meeting – 3.00 pm on Thursday 27 August 2020.

121. Items for the next Agenda and Close.