

# Lowestoft Town Council

## Full Council Meeting

Held via Video Meeting

19:30 on 27 October 2020

### MINUTES

**Video meeting participants:** Cllrs Sue Barnard, Bob Breakspear, Colin Butler, Neil Coleby, Amanda Frost, Alan Green (Mayor), Peter Knight, Peter Lang, Paul Page, Graham Parker, Keith Patience, Andy Pearce, John Pitts and Alice Taylor

**Also participating:** Shona Bendix (Clerk) and Lauren Elliott (Committee Clerk)

#### 103. Welcome

Councillors and members of the public were reminded of the right to report and application of the video meeting protocol. Councillors were advised that there is a typographical error on the agenda and item 110.2 should not be included. It was clarified that the items beneath it were not recommendations from the Assets, Inclusion and Development (AID) Committee.

#### 104. Apologies for absence

Apologies were received from Cllrs Jacqueline Hardie and David Youngman. Cllr Peter Lang had advised he would be late. Cllrs Tara Carlton, Peter Collecott and Tracey Eastwood had not provided apologies and were absent. Cllr Pearce proposed acceptance of the apologies received; seconded by Cllr Knight; twelve Councillors voted in favour; one Councillor voted against. It was queried whether there had been any contact from Cllr Collecott. The Clerk has written to him to remind him of the Town Council's decision, based on national advice, not to accept blanket apologies for reasons of technological issues. Officers will try to assist Cllr Collecott with accessing Zoom meetings if he makes contact, but he has not so far.

#### 105. Declarations of Interests and dispensations

Cllr Barnard declared that she is a member of the Gunton Residents' Association, which is linked to the Gainsborough Drive Pond. Cllr Barnard also advised that she is a Committee member of the Lowestoft Archaeology and Local History Society, but has no pecuniary or local non-pecuniary interest in the Lowestoft Museum (item 110.8), the Museum just provides a report to the Committee. Cllr Taylor declared a local non-pecuniary interest in item 110.4 and item 108.8. Cllr Pearce declared that he is a member of the Gunton Residents' Association and the Gainsborough Drive pond sub-group. Cllr Parker declared that he is a member of the Gunton Residents' Association. Cllr Knight declared a pecuniary interest in item 114.2. Cllr Patience declared a local non-pecuniary interest in matters relating to East Suffolk Council.

#### 106. Receipt of any comments and noting that the draft minutes of the meeting on 22 September 2020 will be considered at the next appropriate meeting

There were no comments and the draft minutes were noted.

#### 107. Any advance comments from the public on any matters on this agenda

A comment had been received and circulated in advance of the meeting.

#### 108. Finance

108.1. Receipt of the draft minutes of the meeting on 8 October 2020 – The Standing Orders and Policies Sub-Committee had recommended adoption of the Acquisitions and Disposal Policy and the Data Retention Policy with amendments. It was requested that the Data Retention Policy be added to the next Finance and Governance Committee agenda to consider adoption.

108.2. Receipt and consideration of the following:

108.2a. The 2020 – 2021 budget position – This is being scrutinised by the Budget and loan Sub-Committee.

# Lowestoft Town Council

## Full Council Meeting

Held via Video Meeting

19:30 on 27 October 2020

108.2b. Any bank reconciliations – September's bank reconciliation has been completed.

108.2c. Payments, income and expenditure reports for the month ending 30 September 2020 and October 2020 to date, including any payments made under delegated authority and any COVID-19 grant awards – Grant applications from SERV Suffolk and Cambridgeshire and the Lowestoft Maritime Museum have been approved. The income and expenditure reports were received and noted as follows:

### September income

Date	Received from	Description	Amount
1 September 2020	Mr Lamarti	Use of Links Road Car Park	£120 + £24 VAT = £144
1 September 2020	Tingdene	Rental Income	£47,713.07
1 September 2020	Market Income	Market Income 1 September 2020	£30.50
7 September 2020	Market Income	Market Income 7 September 2020	£18.50
7 September 2020	Tenant	Rental Income from Tenant	£213.16
9 September 2020	Tenant	Rental Income from Tenant	£1,562.50
9 September 2020	Tenant	Rental Income from Tenant	£775
9 September 2020	Tenant	Rental Income from Tenant	£625
9 September 2020	Tenant	Rental Income from Tenant	£583
14 September 2020	Market Income	Market Income 14 September 2020	£18.50
21 September 2020	Market Income	Market Income 21 September 2020	£42.50
28 September 2020	Market Income	Market Income 28 September 2020	£18.50
30 September 2020	East Suffolk Council	Precept 20-21 2 <sup>nd</sup> instalment	£918,865.50
30 September 2020	Market Income	Market Income February	£130.50

### September expenditure

Date	Payment to	Description	Amount
1 September 2020	East Suffolk Council	Triangle Market PC	£117

# Lowestoft Town Council

## Full Council Meeting

Held via Video Meeting

19:30 on 27 October 2020

		NNDR August 2020	
1 September 2020	East Suffolk Council	Links Road Car Park NNDR August 2020	£187
1 September 2020	East Suffolk Council	Sparrows Nest Bowls NNDR August 2020	£110
1 September 2020	East Suffolk Council	Kensington Gardens PC NNDR August 2020	£210
1 September 2020	East Suffolk Council	Pakefield Street PC NNDR August 2020	£122
1 September 2020	Lowestoft Mens Shed	Covid-19 Grant	£600
1 September 2020	Nicholsons Solicitors	Legal Advice	£138.60 + £27.72 VAT = £166.32
1 September 2020	Lowestoft & District Allotments Association	Allotments Lease	£1,000
4 September 2020	SCC Pension Fund	August Pensions	£3,431.87
8 September 2020	Archant	Lowestoft Journal Adverts	£993.50 + £198.66 VAT = £1,192.16
11 September 2020	East Suffolk Council	ESC Lowestoft Vision BID	£1,185
16 September 2020	Lloyds Bank	Credit Card Charges	£20.39
18 September 2020	NPower	Electricity Charges	£105.71 + £5.29 VAT = £111
21 September 2020	Gazprom Energy	Town Hall Gas	£45.70
21 September 2020	HMRC	HMRC Charges August 2020	£3,124.47
21 September 2020	The Hygiene Bank	Covid-19 Grant	£500
21 September 2020	Need2Store Ltd	Civic Artefact Storage September 2020	£200 + £40 VAT = £240
21 September 2020	Need2Store Ltd	Civic Artefact Storage August 2020	£200 + £40 VAT = £240
23 September 2020	Salaries	September salaries	£10,194.44
23 September 2020	East Coast Insulations	Asbestos removal allotments	£19,650 + £3,930 VAT = £23,580

# Lowestoft Town Council

## Full Council Meeting

Held via Video Meeting

19:30 on 27 October 2020

24 September 2020	East Suffolk Norse	Partnership charges October 20	£8,255 + £1,651 VAT = £9,906
29 September 2020	Marina Theatre Trust	Covid-19 grant	£1,874.68 + £374.94 VAT = £2,249.62
30 September 2020	Unity Trust Bank	Service charge	£38.25

### October income

Date	Received From	Description	Amount
1 October 2020	Market Income	Weekly Market Income 1 <sup>st</sup> October	£42.50
5 October 2020	Tenant	Rental Income from Tenant	£6,300
5 October 2020	Tenant	Rental Income from Tenant	£213.16
9 October 2020	Market Income	Weekly Market Income 5 October	£24
12 October 2020	Market Income	Weekly Market Income 12 October	£42.50
16 October 2020	East Suffolk Council	CIL 2 <sup>nd</sup> Instalment 2020-21	£11,044.44
19 October 2020	Market Income	Weekly Market Income 19 October	£18.50
22 October 2020	Lamarti	Hire of Links Road Car Park for sale of ice cream	£420 + £84 VAT = £504
26 October 2020	Market Income	Weekly Market Income 26 October	£42.50

### October expenditure

Date	Payment to	Description	Amount
1 October 2020	East Suffolk Council	Pakefield Street PC Business Rates	£122
1 October 2020	East Suffolk Council	Kensington Gardens PC Business Rates	£210
1 October 2020	East Suffolk Council	Sparrows Nest Bowls Pavilion Business Rates	£110
1 October 2020	East Suffolk Council	Links Road Car Park Business Rates	£187
1 October 2020	East Suffolk Council	Triangle Market PC Business Rates	£117

# Lowestoft Town Council

## Full Council Meeting

Held via Video Meeting

19:30 on 27 October 2020

1 October 2020	Autopa Ltd	2x Lockable Posts Sparrows Nest	£144.18 + £28.83 VAT = £173.01
5 October 2020	Suffolk Pension Fund	Pensions September 2020	£4,664.31
6 October 2020	Land Registry	Land Registry searches	£12
7 October 2020	NPower	Electricity charges	£106.75 + £5.34 VAT = £112.09
7 October 2020	SLCC	Virtual National Conference Admin and Finance Assistant	£25 + £5 VAT = £30
7 October 2020	Blachere Illuminations	Festive Light Installation 2020	£2,587.50 + £517.50 VAT = £3,105
7 October 2020	GYH Plumbing	Denes Oval Pavilion Service	£83.33 + £16.67 VAT = £100
13 October 2020	NPower	Kensington Gardens Electric 1 June 2020 – 31 August 2020	£179.92 + £9 VAT = 188.92
16 October 2020	Lloyds Bank	Credit Card Charges	£31.29
19 October 2020	Gazprom Energy	Town Hall Gas September 2020	£42.11 + £2.11 VAT = £44.22
19 October 2020	NPower	Triangle Market Electric September 2020	£102.11 + £5.11 VAT = £107.22
19 October 2020	SERV Suffolk & Cambridgeshire	Covid-19 Grant	£750
19 October 2020	Nicholsons Solicitors	Legal Advice	£384 + £76.80 VAT = £460.80
20 October 2020	Land Registry	Land Registry Search	£3
21 October 2020	HMRC	HMRC September 2020	£4,951.38
22 October 2020	Lowestoft and East Suffolk Maritime Society	Covid-19 Grant	£1,000
22 October 2020	East Suffolk Norse	Partnership Charges November 2020	£36,525 + £7,305 VAT = £43,830
23 October 2020	Salaries	Salaries October 2020	£8,940.68
27 October 2020	Trevor Brown	Internal Audit October 2020	£250
27 October 2020	SLCC	Accessibility Training	£35 + £7 VAT = £42
27 October 2020	RICOH UK Ltd	Printer Hire and Costs	£251.02 + £50.21 VAT = £301.23

# Lowestoft Town Council

## Full Council Meeting

Held via Video Meeting

19:30 on 27 October 2020

27 October 2020	Essex and Suffolk Water	Normanston Park Water 6 <sup>th</sup> April 2020 – 8 <sup>th</sup> October 2020	£268.48
27 October 2020	Binder Ltd	Sewage Maintenance and Disposal at Uplands	£302.50 + £60.50 VAT = £363
27 October 2020	EPBS Ltd	Hamilton House Rent Q3 2020-21	£3,675 + £735 VAT = £4,410
27 October 2020	EPBS Ltd	Hamilton House Capital Repayment	£3,357.40 + £671.48 VAT = £4,028.88

108.3. Payments for approval (see schedule) – There were no payments to be considered for approval.

108.4. Consideration of the following recommendations from the Finance and Governance Committee:

108.4a. Adoption of the Acquisitions and Disposal Policy, as amended – The proposed amendment was to amend the wording at point 3.11 from ‘Suffolk Records Office’ to ‘a repository agreed by the Council’. Cllr Pearce proposed adoption of the policy as amended; seconded by Cllr Coleby; twelve Councillors voted in favour; one Councillor abstained from the vote.

108.4b. Works at Normanston Park via delegated authority to the Clerk (confidential) – To be discussed during the confidential session.

108.5. Consideration of hampers and a potential amendment to vouchers, and consideration of a list of recipient care homes – It was queried whether, as well as vouchers, the Council could consider donating the funds which it is intending to spend on hampers to support the initiative provide meals for children over the school holidays who usually receive free school meals. This had also been raised as a suggestion by the member of the public who had submitted the comment ahead of this meeting. Cllr Frost advised she was against the idea of hampers, for reasons she has previously stated, and members of the public had identified other things the funding could be used for. It was clarified that the decision to proceed with hampers had already been approved by the Council by majority vote, and that is not the purpose of this agenda item. The idea of vouchers was discussed by the Budget and Loan Sub-Committee, and other variations could be considered depending on how committed the Council is to the idea of hampers. The initiative to provide meals for schoolchildren will be discussed later on the agenda.

*Cllr Lang joined the meeting 19:55*

Councillors were in support of this initiative, but not as an amendment to this proposal. The Clerk has explored different options for the hampers, specifically looking for ethical and environmentally friendly options. Cllr Pearce has also found a company which provides customisable hampers and sources British produce from independent suppliers.

*Cllr Frost left the meeting 19:59*

A maximum budget of £4,000 has previously been set, but it is likely the cost will be less than this. Cllr Pearce proposed that, having noted and remaining respectful of the comments made in opposition, that the original decision to source hampers proceeds, with delegated authority to the Clerk to finalise the content, taking into account comments arising from other Committees and Sub-Committees about sourcing ethical and environmentally friendly content, etc. The proposal was seconded by Cllr Coleby; nine Councillors voted in favour; three Councillors voted against and one Councillor abstained from the vote.

108.6. Setting up a monthly direct debit to Need2Store, for storage of the Town Council’s civic artefacts – Cllr Green proposed approval to set up a monthly direct debit to Need2Store, for storage of the Town Council’s civic artefacts; seconded by Cllr Knight; all in favour.

108.7. The costs associated with implementation of the Tree Council funding, within a maximum

# Lowestoft Town Council

## Full Council Meeting

Held via Video Meeting

19:30 on 27 October 2020

budget of £10,508.88, including consideration of any advice from relevant authorities – It is understood that approximately twenty percent of the trees being planted will be watered by volunteers. This cost is for the sites with no volunteers. The Tree Council is keen for the planting to still be progressed, but will make allowances on the condition to involve young people with the planting. Cllr Pearce proposed proceeding with the planting of the Tree Council trees, to be implemented within a maximum budget of £10,508.88; seconded by Cllr Lang; all in favour.

- 108.8. Support to planned arrangements for Excelsior Centenary events (some aspects may be confidential) – The Town Council has received correspondence which has been circulated. Excelsior Day is planned for 17 June 2021. Should the Council be happy in principle to support this, it could progressed with the Events and Communications Officer. The question of whether Freedom of the Town or Freedom of Entry can be bestowed upon the Excelsior will be considered by the AID Committee. Cllr Pearce proposed supporting the Excelsior's Centenary and associated events, with details to be considered and discussed as and when they arise; seconded by Cllr Lang; all in favour.
- 108.9. The East Suffolk Norse analysis of the monthly Partnership Fee and the proposed charges for 2021 – 2022 (confidential) – To be discussed during the confidential session.
- 108.10. An update on Jubilee Bridge (Belle Vue Park) (confidential) – To be discussed during the confidential session.

### 109. Governance

- 109.1. Actions by the Town Council in response to the COVID-19 pandemic – The Clerk has contacted East Suffolk Council to determine what it will be doing regarding the provision of meals for schoolchildren during school holidays, who would usually receive free school meals. It was clarified this was not connected to earlier discussions held at item 108.5, and this is an issue which is being discussed nationally. East Suffolk Council was due to be meeting with Suffolk County Council today, but there has been no feedback from that meeting yet. The Town Council may be approached for support. Some form of emergency delegation could be beneficial in this situation, with reporting back to the appropriate Committees, Sub-Committees and Full Council. Cllr Patience has a statement from Suffolk County Council which is due to be released shortly, which he will try to send to the Clerk. Cllr Coleby proposed delegating authority to the Clerk to consider and make a decision on any request for support which may be received, with the Mayor and Chair of the Finance and Governance Committee. The usual safeguards which would apply to the consideration of a Covid-19 grant application would also apply here. The proposal was seconded by Cllr Barnard. It was queried whether a maximum budget should apply, and funding is still available in the Covid-19 grant fund which should cover any requests received. It was also suggested that a time limit should be placed on this, so that it can be reviewed in line with other emergency delegations. Cllr Coleby proposed an amendment to set maximum budget of £14,508.88, and for the emergency delegation to be reviewed in March 2021; seconded by Cllr Pearce; all in favour. A vote was taken on the original proposal and all Councillors voted in favour.
- 109.2. Noting that the required re-declaration of compliance has been made to the Pension Regulator on 29 September 2020 – This was noted.
- 109.3. Receipt of the Internal Audit Report (which will be considered by the Finance and Governance Committee) – The report had been circulated to all Councillors and was noted. It will be considered by the Finance and Governance Committee and brought back to the next Full Council meeting.

*A five minute comfort break was taken at 20:33 and the meeting resumed 20:38*

### 110. Assets, Inclusion and Development

- 110.1. Receipt of the draft minutes of the meeting on 5 October 2020 – The draft minutes were received and noted.
- 110.2. Consideration of the following recommendations from the AID Committee: - This item had been included on the agenda in error.

# Lowestoft Town Council

## Full Council Meeting

Held via Video Meeting

19:30 on 27 October 2020

- 110.3. Progress with the AHF funded Town Hall business planning and audience development project, deciding governance arrangements and consideration of an, in principle, commitment to future users – A consultant has been appointed, and an inception meeting and visit to the Town Hall has taken place. Governance arrangements to take forward project have not yet been decided, to determine whether decisions should be made by Full Council only, or under delegated authority by a group of Councillors. The consultants would like to know in principle if the Town Council intends to have its offices within the Town Hall and whether it would like to pursue the idea of having the Registry Office within the Town Hall. The attendees of the inception meeting are due to meet monthly, and the group currently consists of representatives from the Town Council and other relevant external bodies. Composition of the group, scope and voting arrangements were discussed. Cllr Pearce proposed that a Town Hall Group should be formed, consisting of the Mayor (who will also Chair the meetings, as the Group will be Town Council-led), the Deputy Mayor, the Chair of the Finance and Governance Committee, the Chair of the AID Committee and the Town Council's Heritage Action Zone representative. Councillor representation to the Town Council will therefore be subject to change if and when different Councillors are appointed to these roles. External bodies to be represented at the meeting will be Architectural Heritage Fund, Historic England, East Suffolk Council and the Heritage Action Zone Manager, plus the current consultants as and when they are required. All of these bodies can make their own substitute arrangements to ensure they are represented. All members of the group will be entitled to vote, but the group will not be entitled to make strategic decisions about the future of the Town Hall, that is to be done by Full Council. The group is to take forward the current project stream only and make recommendations on the next steps. In May Full Council will review the position. This proposal was seconded by Cllr Taylor and all Councillors voted in favour. Cllr Taylor proposed that in principle, the group should work towards the Town Hall becoming the offices of Lowestoft Town Council, and the Registry Office, if this is a viable option; seconded by Cllr Green; all in favour. Cllr Taylor further proposed that the Town Council moving into the Town Hall would be on the basis that there is no phased opening of the Town Hall, and the Town Council will not move into the Town Hall until the entire building is ready to be brought back into public use; seconded by Cllr Coleby; all in favour.
- 110.4. Participation in a tender process for the Triangle Market and Sails – Further details had been circulated to Councillors ahead of the meeting. This is to consider whether to include the Triangle Market and Sails within the scope of an East Suffolk Council plan and tender process for the Scores and the High Street. The Town Council would be asked to join a Steering Group, but it was queried to what extent the Town Council would be involved in decision-making. If, however, the Town Council chose not to be involved, it may miss out on further funding opportunities for this site. Cllr Taylor proposed approval for the Town Council to participate in a tender process for the Triangle Market and Sails, subject to Lowestoft Town Council having the final decision on any proposals, and reserving the right to leave the process at any time; seconded by Cllr Lang; twelve Councillors voted in favour; two Councillors voted against.
- 110.5. Heritage Open Day activities – This was noted and thanks will be sent to the gentleman who completed the filming for the virtual tour of the Town Hall.
- 110.6. Land transfers relating to:
- 110.6a. Cotman Close (confidential) – To be discussed during the confidential session.
  - 110.6b. Raphael Walk (confidential) - To be discussed during the confidential session.
  - 110.6c. Walmer Road and the related lease of Kirkley Recreation Ground (confidential) - To be discussed during the confidential session.
  - 110.6d. Orbit Housing land near the Town Hall (confidential) - To be discussed during the confidential session.
- 110.7. Issues arising from the anticipated Practical Completion of The Ness and the potential handover to Lowestoft Town Council (confidential) - To be discussed during the confidential session.



# Lowestoft Town Council

## Full Council Meeting

Held via Video Meeting

19:30 on 27 October 2020

110.8. Further the agreement for the Lowestoft Porcelain to be maintained at the Lowestoft Museum (confidential) - To be discussed during the confidential session.

### 111. Planning and Environment

111.1. Receipt of the draft minutes of the meeting on 22 September and 13 October 2020 – The draft minutes were received and noted.

### 112. Climate Emergency

112.1. Receipt of the draft minutes of the meeting on 6 October 2020 – The draft minutes were received and noted.

112.2. Consideration of the following recommendations from the Climate Emergency Committee:

112.2a. For Lowestoft Town Council to become a 'net zero' Council by 2030 –

*Cllr Taylor temporarily left the meeting 21:18*

Cllr Pearce proposed acceptance of the recommendation from the Climate Emergency Committee for Lowestoft Town Council to become 'net zero' by 2030; seconded by Cllr Green; all in favour.

### 113. Community Safety

113.1. Receipt of the draft minutes of the meeting on 22 October 2020 –

*Cllr Taylor returned 21:19*

The draft minutes were received and noted.

### 114. Representative Roles

114.1. Appointing a representative from the Town Council to attend a Zoom meeting (30 October 15:00 – 17:30) with Peter Aldous MP and Police and Crime Commissioner Tim Passmore, for Town and Parish Councils in Waveney – Cllr Pearce proposed appointing Cllr Green as the Town Council's representative; seconded by Cllr Patience; all in favour.

114.2. Appointing a representative from the Town Council to the CEFAS and Promoting Pakefield Group –

*Cllr Knight temporarily left the meeting 21:20 for the consideration of this item*

Cllr Pitts already provides feedback to the Council on the group's activities, and they have requested that he be appointed as the Town Council's formal representative. Cllr Coleby proposed appointing Cllr Pitts as the Town Council's representative; seconded by Cllr Barnard; all in favour

*Cllr Knight returned 21:21*

114.3. Appointing a substitute representative to the Lowestoft and Northern Parishes Community Partnership – Cllr Coleby proposed appointing either Cllr Green, as the Mayor, or Cllr Lang, as the Deputy Mayor. Cllr Pearce seconded the proposal to appoint Cllr Lang and all Councillors voted in favour.

114.4. A report from the Gull Wing Stakeholder Group meeting (Friday 18 September) – A report had been circulated to Councillors ahead of the meeting.

### 115. Consultations

115.1. The Local Government Boundary Commission draft recommendations for new division boundaries across Suffolk County Council <https://consultation.lgbce.org.uk/node/18495> - Cllr Coleby proposed delegating authority to the Clerk to provide a formal response to the consultation on behalf of the Town Council; seconded by Cllr Pearce; all in favour. All Councillors were invited to email any comments about the consultation to the Clerk.

### 116. Date of next meeting

24 November 2020 19:30

# Lowestoft Town Council

## Full Council Meeting

Held via Video Meeting

19:30 on 27 October 2020

### 117. Items for the next agenda and close

There were no requests for items to be added to the next agenda.

Cllr Pearce proposed moving the meeting into confidential session; seconded by Cllr Barnard; all in favour. The Mayor thanked those who had been viewing the meeting via live stream and the live stream was closed as the meeting went into confidential session. It was confirmed the meeting would end following the confidential session.

### 118. Resolution to close the meeting to the public:

118.1. Any legal matters, including those above as required

108.4b Works at Normanston Park via delegated authority to the Clerk (confidential) – This has previously been discussed in principle. It was suggested that Sub-Committee could be set up to consider the options.

*As it had reached 21:30 Cllr Coleby proposed suspending Standing Order 3y to allow the meeting to continue; seconded by Cllr Taylor; all in favour*

Cllr Coleby proposed setting up a Sub-Committee to consider this further; seconded by Cllr Patience; ten Councillors voted in favour; three Councillors voted against. Cllr Pearce proposed that delegated authority is given to the Clerk, in consultation with the Sub-Committee to make a decision on how to proceed; seconded by Cllr Green; all in favour. Cllrs Coleby, Patience and Pearce advised they would like to join the Sub-Committee.

108.9 The East Suffolk Norse analysis of the monthly Partnership Fee and the proposed charges for 2021 – 2022 (confidential) – This has been discussed previously and a meeting to discuss the contract is being held shortly.

108.10 An update on Jubilee Bridge (Belle Vue Park) (confidential) – An update was given and the Town Council will consider arrangements.

110.6 Land transfers relating to:

110.6a Cotman Close (confidential) – Cllr Pearce made a confidential proposal relating to items 110.6a and 110.6b; seconded by Cllr Coleby; all in favour.

110.6b Raphael Walk (confidential) – This was covered with item 110.6b.

110.6c Walmer Road and the related lease of Kirkley Recreation Ground (confidential) – Cllr Green made a confidential proposal; seconded by Cllr Pearce; all in favour.

110.6d Orbit Housing land near the Town Hall (confidential) – Cllr Coleby made a confidential proposal; seconded by Cllr Pearce; all in favour.

110.7 Issues arising from the anticipated Practical Completion of The Ness and the potential handover to Lowestoft Town Council (confidential) – A meeting will be arranged to discuss the outstanding issues and the results reported back to Full Council.

110.8 Further the agreement for the Lowestoft Porcelain to be maintained at the Lowestoft Museum (confidential) -

*Cllr Patience left the meeting 22:02*

Cllr Taylor made a confidential proposal; seconded by Cllr Pearce; all in favour.

108.8 Support to planned arrangements for Excelsior Centenary events (some aspects may be confidential) – A specific request will be considered by the AID Committee. Specific arrangements for the Centenary events are confidential at this stage.

The Mayor closed the meeting 22:04.

Signed: ..... 23 November 2020