

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 19 July 2021, at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE.**

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 submitted 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/83612833738>. The meeting can also be observed via the following link: <https://youtu.be/tZS98GMOQ14>. 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

12 July 2021

Lowestoft Town Council
Meeting of the Assets, Inclusion and Development Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
18:00 on 19 July 2021

AGENDA

22. Welcome

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

23. To receive and consider acceptance of apologies for absence

24. Declarations of Interests and dispensations

24.1. 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

25. To consider the draft minutes of the meeting on 7 June 2021

26. 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.

27. To note the decision of Full Council to transfer the responsibility of the management of defibrillators, and the associated budget, from this Committee to the Community Safety Committee, and the related amendment to this Committee's Terms of Reference

28. To monitor expenditure by this Committee and its Sub-Committees from their delegated budgets

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

29.1. Receiving any comments and noting the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 15 June 2021

29.2. Recommendations from the Parks and Open Spaces Sub-Committee:

29.2a. To adopt the Terms of Reference of the Parks and Open Spaces Sub-Committee

29.2b. To approach the college to refurbish the gate removed from The Ravine footpath, for installation in Belle Vue Park

29.2c. To progress elements of the five-year plan for Kensington Gardens which have been supported by the Friends Group

29.2d. To incorporate the development of a coastal plant area into the five-year plans, as a year two project

29.3. Making recommendations to the Budget and Loan Sub-Committee to inform the five-year budgeting plan for assets

29.4. Providing benches, bins and bicycle racks in the Town Council's parks and open spaces

29.5. Site access to Sparrows Nest

29.6. Improvements to the Britten Road play area

29.7. Survey work at the Gainsborough Drive and Fen Park ponds, totalling £840 plus VAT

29.8. The decision of East Suffolk Council to extend North Lowestoft Conservation Area to include the whole area of the Denes Oval

29.9. Progressing replacement windows for the Kensington Gardens Bowls Pavilion

29.10. Progressing plans for developing the Denes Oval tennis courts, including lighting, new surfaces, line marking and creating new access routes (some aspects may be confidential)

29.11. Any additional costs for the Whitton Green play area development (some aspects may be confidential)

29.12. Signage for the North Denes (some aspects may be confidential)

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29.13. Developments at 'Phase 3' of the North Denes (confidential)

29.14. The condition survey for the Sparrows Nest northern building complex, including Martello's (confidential)

30. Events and Communications:

30.1. To receive any comments and note the draft minutes of the Events and Communications Sub-Committee meetings on 10 and 23 June 2021

30.2. To consider the following recommendations from the Events and Communications Sub-Committee:

30.2a. To adopt the Terms of Reference of the Events and Communications Sub-Committee

30.2b. To sponsor a sporting event, such as the Scores Race or Park Run

31. To receive an update on the issue regarding drainage around the bicycle racks at the Links Road car park

32. To receive an update on arrangements for the Triangle Market, including installation of the bollard and temporary barriers

33. To consider implementation of the Community Engagement Policy, particularly regarding the inclusion and management of assets

34. To consider a response to the Lowestoft and Kirkley Seafront and High Street Heritage Action Zone Masterplan consultation

35. To consider feedback from a site visit to the Great Eastern Linear Park, following the results of a recent survey of the site (some aspects may be confidential)

36. To consider a request for sale/transfer of land at Uplands (confidential)

37. Date of the next meeting

2 August 2021 18:00

38. Items for the next agenda and close

39. 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:

39.1. To consider any legal issues, including those above as required