

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 1 November 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/83596106405>. The meeting can also be observed via the following link: <https://youtu.be/37Sy-NkHlrw>. 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

25 October 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 1 November 2021

AGENDA

85. Welcome

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

86. To receive and consider acceptance of apologies for absence

87. Declarations of Interests and dispensations

87.1. 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

88. To consider the draft minutes of the meeting on 4 October 2021

89. 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.

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

91. To consider thresholds for delegations to the Clerk for time urgent, emergency and general expenditure

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

92.1. Receiving any comments and noting the draft minutes of the Parks and Open Spaces Sub-Committee meetings on 19 October 2021

92.2. The following recommendations from the Parks and Open Spaces Sub-Committee:

92.2a. To proceed with the purchase of forty benches and review the requirement for any additional benches

92.2b. To proceed with the purchase of two bluebell design benches and a bluebell walk in Sparrows Nest, incorporating a commemoration to the late Cllr Sue Barnard

92.3. An application for a memorial bench in Normanston Park

92.4. An application for a memorial bench in Kensington Gardens

92.5. An update on the purchase of a Holocaust memorial lectern

92.6. A bulb order for Sparrows Nest and Belle Vue Park

92.7. A request for bulbs from the Gunton Residents' Association

92.8. A request from the Sparrows Nest Bowls Club to install a fence around the bowling green

92.9. The cost of replacing the Sparrows Nest beacon

92.10. Refurbishment options for the St Margaret's Plain play area

92.11. Options for the play equipment at The Ness, following recent vandalism

92.12. An update on the de-silting of the Fen Park and Gainsborough Drive ponds

92.13. A quotation to install fencing along a boundary of the Britten Road play area

92.14. Reviewing the play inspection report for the Bentley Drive play area

92.15. Great Eastern Linear Park:

92.15a. Maintenance of 'off path' areas

92.15b. A risk assessment of the 'Nature Walk'

92.16. A proposal regarding the Normanston Park skate park (some aspects may be confidential)

93. Events and Communications:

93.1. To receive any comments and note the draft minutes of the Events and Communications Sub-Committee meetings on 7 and 27 October 2021

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93.2. To note the decision of Full Council regarding the delegation of the Community Engagement budget to this Committee, and action any decision regarding the onward delegation to the Events and Communications Sub-Committee

94. To review the Town Council's Asset Register

95. To consider the following regarding the Sails and Triangle Market:

95.1. Feedback from the Triangle Market Working Group meeting on 22 October 2021

95.2. Improvements required to support the intended use of the Sails

95.3. Licensing the area beneath the Sails for market trading

95.4. An update on The Scores and Triangle Market Feasibility Study, particularly regarding proposals for the Triangle Market

95.5. Triangle Market capital investment

96. To consider repair work and any enhanced security measures required following vandalism to the Gunton Community Residents' Meeting Hall

97. To review the Friends Groups Policy

98. To consider whether to seek quotations to install a bus shelter on Harris Avenue

99. To consider an application for regular trading at the Triangle Market (confidential)

100. To consider business operation on Town Council land (confidential)

101. Date of the next meeting

6 December 2021 18:00

102. Items for the next agenda and close

103. 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:

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