

Lowestoft Town Council Parks and Open Spaces Sub-Committee

For the attention of all Sub-Committee Members

You are summoned to attend a meeting of the Parks and Open Spaces Sub-Committee of Lowestoft Town Council at 18:30 on 14 December 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 submitting 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/81484071441>. The meeting can also be observed via the following link: <https://youtu.be/UB-QCrnJnG0>. *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

7 December 2021

Lowestoft Town Council
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First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
18:30 on 14 December 2021

AGENDA

116. Welcome

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

117. To receive and consider acceptance of apologies for absence and to note a change to this Sub-Committee's membership

118. Declarations of Interests and dispensations

118.1 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

119. To consider the draft minutes of the meeting on 16 November 2021

120. 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.

121. To monitor expenditure by this Sub-Committee from its delegated budget

122. To consider five-year plans for the Town Council's parks, including the following:

122.1 An update on planting plans, including scheduling a Zoom meeting with Norse

122.2 The cost of over-entrance archway signs

122.3 The cost of items relating to the Kensington Gardens centenary

123. To consider small-scale planting at the Links Road car park

124. To consider whether to explore the option of installing swift bird boxes in the Town Council's parks

125. To consider the following regarding The Ness:

125.1 Feedback from a site visit with Suffolk Wildlife Trust

125.2 Maintenance and issues with vandalism

126. To progress the decision of Full Council to install reflective strips and/or spotlights at the bicycle racks in Normanston Park, within a maximum budget of £6,000 (under delegated authority to this Sub-Committee)

127. To consider installing spotlights at the Normanston Park Skate Park (some aspects may be confidential)

128. To consider the following regarding play areas:

128.1 The 2021 play inspection reports

128.2 A priority order for play area refurbishments

128.3 Refurbishment options for the St Margaret's Plain play area

128.4 Repair and maintenance of the damaged matting at Fen Park

128.5 An update on the installation of gates for the gaps in the fencing around the Fen Park play area

128.6 The provision of creative/art spaces within the Town Council's parks

128.7 An update on commencement of approved works at the Britten Road play area (some aspects may be confidential)

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128.8 The installation of a music-themed piece of art or play equipment at the Britten Road play area

128.9 Replacement signage

129. An update on Compass Street pocket park project/stakeholder meetings, legacy planning for ongoing maintenance and an update on the transfer of the land to Lowestoft Town Council

130. To consider the following regarding ponds:

130.1 Progress with the Fen Park and Gainsborough Drive pond dredging

130.2 An update regarding the issue of duck feeding at the Gainsborough Drive pond

130.3 An offer from a private individual to install a water fountain in the Kensington Gardens fish pond

131. To consider leaf clearance in the Town Council's parks and open spaces

132. To receive an update on planned projects at Clarkes Lane

133. Date of the next meeting

18 January 2022 18:30

134. Items for the next Agenda and Close

135. 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