

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 15 February 2022, 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/83141462717>. The meeting can also be observed via the following link: <https://youtu.be/9ztj-97h4p0>. *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

.....
Shona Bendix, Clerk

8 February 2022

Lowestoft Town Council
Meeting of the Parks and Open Spaces Sub-Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
18:30 on 15 February 2022

AGENDA

157. Welcome

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

158. To receive and consider acceptance of apologies for absence

159. Declarations of Interests and dispensations

159.1 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

160. To consider the draft minutes of the meeting on 18 January 2022

161. 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.

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

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

163.1 The cost of over-entrance archway signs

164. To consider feedback from a Zoom meeting on proposed locations for swift bird boxes and how to proceed

165. 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)

166. To progress the decision of the Assets, Inclusion and Development Committee to produce a specification for the provision of lighting in Belle Vue Park, Fen Park and Normanston Park, including to receive feedback from a Zoom meeting with Norse

167. To consider concerns regarding the condition of the Drying Racks, including feedback from Councillors visiting the site, and to consider the need for signage

168. To consider the following regarding play areas:

168.1 The scheduling of refurbishments for years four and five

168.2 Refurbishment options for the play areas to be progressed in year one (St Margaret's Plain, Bentley Drive and Rosedale Park)

168.3 The extent of refurbishment work required at the Britten Road play area

169. To consider the following regarding ponds:

169.1 The installation of signage at Fen Park regarding duck feeding

169.2 Implementation of the Pond Policy

170. To consider whether it is possible to expedite certain tasks, particularly those relating to health and safety concerns

171. To consider progressing the identification of the Town Council's tree stock

172. To consider the Marina Theatre advertising on Town Council land

Lowestoft Town Council
Meeting of the Parks and Open Spaces Sub-Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
18:30 on 15 February 2022

- 173. To receive an update on planned projects at Clarkes Lane**
- 174. To receive an update on progressing designs for a Holocaust Memorial bench in Kensington Gardens**
- 175. To receive an update on the installation of memorial lecterns in Belle Vue Park and Kensington Gardens**
- 176. To receive an update on a planned site visit to Pathways Care Farm and a 'safari' of the Somerleyton Hall estate**
- 177. To consider the start time of future meetings of this Sub-Committee**
- 178. Date of the next meeting**
15 March 2022 (time to be confirmed)
- 179. Items for the next Agenda and Close**
- 180. 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**