

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 August 2022, at **Whitton Residents' Hall, Hawthorn Avenue, Lowestoft, Suffolk, NR33 9BB.**

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/89273177288>. The meeting can also be observed via the following link: <https://youtu.be/K8Gm6lWgbVw>. 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 July 2022

Lowestoft Town Council
Meeting of the Assets, Inclusion and Development Committee
Whitton Residents' Hall, Hawthorn Avenue, Lowestoft, Suffolk, NR33 9BB
18:00 on 1 August 2022

AGENDA

41. Welcome

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

42. To receive and consider approval of apologies for absence

43. Declarations of Interests and dispensations

43.1. 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

44. To consider the draft minutes of the meeting on 4 July 2022

45. 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.

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

47. To consider making a recommendation to Full Council regarding its decision on 21 December 2021 to install a bus shelter on Harris Avenue

48. Parks and Open Spaces:

48.1. To receive any comments and note the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 19 July 2022

48.2. To consider the following recommendations from the Parks and Open Spaces Sub-Committee:

48.2a. To proceed with replacement fencing and gate and associated ground works at Pakefield Green Play Park at a cost of £4,956.22 + VAT

48.3. To consider purchasing a replacement gate for the Thirlmere Walk play area, within a maximum budget of £1,450

48.4. To consider submitting comments to the Lowestoft Neighbourhood Development Plan Local Green Spaces consultation

48.5. To consider further information regarding the offer of a 'Reading Chair' for Kensington Gardens, and the provision of 'Reading Chairs' in other parks

48.6. To consider a revised quotation for the purchase of bulbs (£105.89 more than previously approved)

48.7. To consider recommendations regarding the management and ongoing maintenance of the Town Council's ponds and waterways

48.8. To consider a biomass collection device for the Town Council's ponds and waterways, including to receive feedback from a recent Zoom meeting

48.9. To consider fencing for the Stoven Close play area to prevent vehicular access

48.10. To consider quotations to install a wheelchair accessible pathway to the Stoven Close play area

48.11. To consider health and safety matters at the Gunton Community Park and future of the fenced area

48.12. To consider Suffolk Wildlife Trust's Conservation Report of the Great Eastern Linear Park, and progressing any required works

48.13. To consider an assessment report of the Great Eastern Linear Park, and progressing any required works

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- 48.14. To consider an annual budget for each park for tarmac works
- 48.15. To consider the purchase of a replacement bin for the St Margaret's Plain play area
- 48.16. To consider the purchase of additional insect hotels
- 48.17. To consider the purchase of fish for the Sparrows Nest pond
- 48.18. To receive an update on commencement of the Sparrows Nest preventative repairs programme, and to consider budgeting implications
- 48.19. To consider an assessment report of Sparrows Nest, and progressing any required works
- 48.20. To agree locations for five planters, provided under the New Burden Project
- 48.21. To consider an approach from the Most Easterly Community Gardening Group to improve public open spaces in North Lowestoft, particularly the Compass Street 'pocket park' (pending formal transfer to Lowestoft Town Council)
- 48.22. To receive feedback from the Whitton Green outdoor fitness area launch event

- 49. Allotments**
 - 49.1. To consider a request for Cllr Patience to join the Allotments Sub-Committee

- 50. Tree planting:**
 - 50.1. To consider a delegation to Officers to make decisions on replacement tree planting as per the Tree Policy
 - 50.2. To consider an application for a replacement memorial tree in Kensington Gardens

- 51. To consider the following regarding signage:**
 - 51.1. A maximum budget of £5,000 for play area signage
 - 51.2. The purchase of signage for the Denes Oval
 - 51.3. Signage for the Sparrows Nest bowling greens, asking people to keep off the grass

- 52. To consider any outcomes from the Marina Theatre Quarterly Management Meeting on 15 July 2022**

- 53. To consider approval and funding for capital improvement works to the Sussex Road allotments site, including the communal area near the entrance, a compostable toilet and fencing repairs to the boundary with the Great Eastern Linear Park**

- 54. To consider possible future uses of the Kensington Gardens Ammo Bunker**

- 55. To consider a proposal from the Environment and Waste Working Group regarding bulky waste collection to target fly tipping**

- 56. To consider the 'Food Hub' project and any suitable locations**

- 57. To consider Lowestoft Town Council's involvement with the 'Discovering Suffolk' project**

- 58. To consider making recommendations to Full Council regarding the leaseback provisions in the Waveney District Council (Reorganisation of Community Governance) Order 2017 (confidential)**

- 59. Date of the next meeting**
 - 5 September 2022 18:00

- 60. Items for the next agenda and close**

- 61. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be**

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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:

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