

**Lowestoft Town Council**  
**Meeting of the Climate and Ecological Emergency Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**15:30 on 20 February 2023**

**MINUTES**

**Present:** Cllrs Sonia Barker, Wendy Brooks (Deputy Chair), David LeGrice, Paul Page (Chair), Graham Parker and Andy Pearce, plus non-Councillor members Deborah Ray and John Sillett

**In attendance:** Sarah Foote (Deputy Town Clerk), Lauren Elliott (Project and Committee Clerk) and Taylor Williams (Committee Clerk)

**Public:** Four members of the public (two in person and two via zoom) were in attendance.

**158. Welcome**

The fire evacuation procedure and public right to report were explained and the meeting was welcomed.

**159. Approval of apologies for absence**

Apologies were received from Cllr Lang with reasons provided.

Cllr Pearce proposed approval of apologies; seconded by Cllr Brooks; all in favour.

Rachel Bunn was absent with no apologies.

**160. Declarations of Interests and dispensations**

160.1. To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda.

Cllr Brooks declared she is Chair of the Environment and Waste Group (E&W Group).

Cllr Pearce declared he is the Town Council representative on the Lowestoft Kittiwake Partnership. Cllr Parker declared he is Deputy Chair of the E&W Group. Cllr Barker declared she is a member of Suffolk Wildlife Trust and the Town Council representative on First Light Festival Steering Group.

160.2. To consider written requests for dispensations for Disclosable Pecuniary Interests and note dispensations granted.

None were received.

**161. To consider the draft minutes of the meeting on 16 January 2023**

Cllr Brooks proposed approval of the draft minutes; seconded by Cllr LeGrice; all in favour.

**162. 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.

The first member of the public spoke in opposition to the removal of trees at the Triangle Market and presented draft plans for alternative options. It was requested detailed plans be emailed to the office for the Councillors to consider.

Two members of the public represented Art Eat Events and requested publicity support from the Town Council for workshops that would engage the local community on climate change. It was requested details, such as the press release for the event, be sent to the office and the Communications Officer would advertise the event on the Town Council's website and social media. Cllr Page proposed Cllr Pearce attend the three workshops as a representative of the Town Council and provide feedback at the next meeting of this Committee alongside any requests from the organisation for further support; seconded by Cllr LeGrice; all in favour.

**163. To consider the replacement of the trees in the Triangle Market Development**

The planned replacement trees would be more suited to the area as it had been advised that the species and size of the current trees were not ideal for this location. It was noted the

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public consultation was ongoing.

**164. To consider community tree planting**

It was noted various open spaces were being considered for community planting but more volunteers were needed. It was requested the member of the public who raised this item submit draft plans for tree planting to the Parks and Open Spaces Sub-Committee to consider at their next meeting.

**182. To provide feedback to Lowestoft Rail Station on their plans to install electric vehicle charging points**

This item was brought forward in the meeting. Cllr Parker declared he is the Lowestoft Town Council representative for the East Suffolk Lines Community Rail Partnership who planned to equip 10% of their car parks with charging points by March 2024. It was agreed to cooperate with them and have charging stations installed at the Lowestoft train station car park. Initial feedback from the Committee included installing ten charging points at the Lowestoft station car park, consider allowing free charging for long journeys or providing a train ticket discount when using the charging station, and ensuring the charging points would be compatible with all chargers.

Cllr Parker proposed he and Cllr LeGrice attend a meeting with East Suffolk Lines Community Rail Partnership and schedule a follow up stand-alone zoom meeting between them and the Town Council to provide feedback and co-operate on the development of a plan; seconded by Cllr LeGrice; all in favour.

***The two members of public on zoom left the meeting at 16:17***

***A member of the public left the chamber at 16:17***

**165. To monitor expenditure by this Committee from the climate emergency budget, under delegated authority**

It was noted the invoice for the grant to the Lowestoft Kittiwake Partnership was due to be received soon.

New budgets on water improvements and waste for 2023-2024 were due to be delegated to this Committee, subject to approval by Full Council.

**166. To consider any matters to raise with Cllr James Mallinder (East Suffolk Council's Cabinet Member for the Environment) and/or the Environment and Waste Group, and to receive feedback on any matters previously raised**

It was noted the E&W Group resolved to proceed with the bulky waste trial. The E&W Group Chair and Deputy Chair expressed their gratitude for the contribution of all members in the group.

***The Deputy Town Clerk temporarily left the chamber at 16:24***

***A member of the public left the chamber at 16:24***

Cllr Pearce proposed, in accordance with the terms set by the Town Council, this Committee recommend the commencement of this trial to Full Council for approval. Per the first condition, the E&W Group were not able to secure a waiver of the depot handling fees but have recommended to proceed with the trial and pay the handling fees, which would be within the agreed project budget, on the basis that the contractor agrees to not exceed weight

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limits to avoid additional costs. For the second condition, data on fly tipping could be obtained from Norse with a breakdown by ward and item. If that data is not available it is recommended the trial still proceed and instead solicit feedback during the trial whilst the officers monitor engagement of the service, including distribution by ward, and notify the Town Council of any abuses of the system.

***The Deputy Town Clerk returned to the chamber at 16:25***

Officers would also provide feedback on any incidental benefits, challenges and additional or variant measures to consider such as equality and accessibility issues. If Full Council approve the commencement of the trial, then the Town Council would issue a public announcement before the pre-election period, summarising the arrangements and providing contact details for enquiries and bookings. During March 2023 the Town Council would complete procurement of the contractor and no additional announcements would be made during the pre-election period. The trial is intended to gauge the demand for and benefit of a supplementary community and environmental service for residents in Lowestoft. Seconded by Cllr Park; all in favour.

The Town Council thanked the E&W Group for their work and cooperation on this trial. The E&W Group would continue to work on signage for the trial and the possible use of another recycling depot in northern Lowestoft.

**167. To receive an update regarding liaison with Peter Aldous MP on Lowestoft's Blue Flag status**

An update had been requested but no response was received to date. It was requested the Project and Committee Clerk seek an update and send the website link on Parliamentary discussions on water pollution.

**168. To receive feedback from members who attended the Green Peace 'The Cost of Living' Question and Answer session**

The Councillors who attended noted it was a positive event and that more engagement was needed. Cllr Pearce proposed the Town Council approach Peter Aldous MP to query how he would advocate for improved home insulation in Lowestoft, to both reduce carbon emissions and support residents struggling economically by reducing their bills via improved energy efficiency; seconded by Cllr Page; all in favour.

***Cllr Parker left the chamber at 16:58***

***The Deputy Town Clerk temporarily left the chamber at 16:58***

***The Deputy Town Clerk returned to the chamber at 16:59***

**169. To consider delegating authority to the Town Clerk to progress funding streams for waste management**

It was noted this would cover reviewing funding streams such as grants on recycling and schemes encouraging waste collection. Cllr Pearce proposed approval of the delegation to the Town Clerk; seconded by Cllr LeGrice; all in favour.

**170. To consider the notes from the Earth Protector Town zoom meeting on 6 February 2023**

The notes were received and it was suggested the climate action plans from Southend-on-Sea and Peterborough be reviewed.

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**171. To consider implementation of the Earth Protector Town status and the development of a Climate Action Plan**

Cllr Pearce proposed to progress the Climate Action Plan under delegation to officers, in conjunction with this Committee, via zoom meetings and emails, with any proposals requiring approval to be brought to this Committee; seconded by Cllr Brooks; all in favour. It was noted the 2019 Carbon Assessment would provide the data needed to prepare the Climate Action Plan.

**172. To consider the agenda format of this Committee and the inclusion of sub-headings for the Climate Action Plan**

It was noted the sub-headings would be standing items, with initial suggestions of the Climate Action Plan, natural environment and ecology, and waste management. Cllr Pearce proposed ideas for the sub-headings be emailed to officers to collate and then consider at the next meeting; seconded by Cllr Page; all in favour.

**173. To consider amending the Terms of Reference in light of the recent Earth Protector Town declaration**

Cllr Pearce proposed Councillors review the Terms of Reference and feedback amendments to officers; seconded by Cllr Barker; all in favour.

**174. To consider contacting relevant organisations regarding implementation of the Earth Protector Town status**

Cllr Brooks proposed ideas be emailed to officers; seconded by Cllr Pearce; all in favour.

**175. To consider the Town Council's ethical stance regarding its energy supply**

It was noted the Town Council were ethically severed from their former gas supplier but the company were still taking standing charges, and cancelling the direct debit could prevent the Town Council from receiving money they are owed. Cllr Pearce proposed a recommendation be made to Full Council to approve discontinuing the direct debit and to send the gas supplier an invoice for what is owed; seconded by Cllr Page; all in favour.

It was noted officers and Councillors were considering new suppliers and officers would progress this further.

**176. To consider the Lowestoft Kittiwake Partnership Agreement (some aspects may be confidential)**

There were no updates and it was noted when the final draft of the Lowestoft Kittiwake Partnership Agreement is settled it would be returned to this Committee.

**177. To consider any methods of water conservation, including to receive advice from the Town Council's Health and Safety Consultant**

Cllr Pearce proposed advice be sought from the Health and Safety Consultant on the use of chlorine to manage legionella and how the chlorine should be managed to ensure it does not infiltrate the natural environment; seconded by Cllr Brooks; all in favour.

**178. To consider a Big Green Weekend event for 2023, including to set a budget and date**

It was noted the timeframe to arrange the event could overlap with the pre-election period. Cllr Pearce proposed to schedule a major climate event at a later date to be decided by

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officers, this Committee and the Events and Communications Sub-Committee; seconded by Cllr Barker; all in favour.

***17:30 Cllr Pearce voted to suspend standing order for ten minutes; seconded by Cllr Barker; all in favour.***

**179. To review actions from the Carbon Footprint Assessment**

It was agreed this would be progressed alongside the Climate Action Plan delegation to officers in conjunction with this Committee.

**180. To note the development of First Light Festival CIC's Environmental Responsibility Task Force**

Cllr Barker requested this item be deferred as further details would be received at the next meeting.

**181. To consider an approach from Awaze UK to undertake litter picking of the Town Council's parks as part of their Environmental Clean Week**

Cllr Brooks proposed to support this and for the Facilities Maintenance Officer, Parks and Community Officer and Environmental Support Officers to liaise with Awaze UK, with a delegation to officers to oversee the project; seconded by Cllr Pearce who requested the Communications Officer promote this on the website once agreement is reached; all in favour.

***John Sillett left the chamber at 17:37***

**182. To provide feedback to Lowestoft Rail Station on their plans to install electric vehicle charging points**

This item was brought forward as the third item in the meeting.

**183. Date of the next meeting**

20 March 2023 15:30

**184. Items for the next agenda and close**

It was noted representatives were being contacted for the discussion on nuclear energy. An item was requested for updates from the nuclear industry.

**185. 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**

There were no resolutions.

***The Chair closed the meeting at 17:40***

Signed: .....

20 March 2023