

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, which will be held at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE** at 19:00 on 5 February 2024.

The meeting is held in accessible premises and open to the public and press to attend.

Those attending 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/81838156492>. The meeting can also be observed via YouTube on the following link: <https://youtu.be/IVzFR4GXCQQ>.

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 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 **relevant interests** in matters on the Agenda cannot take part or vote on those matters, 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 case they will need to consider whether they should leave the room.

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 infectious diseases, all attendees should consider the safety of others, make their own risk assessment of the advisability of attending and consider measures they should take to ensure their own safety.

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Sarah Foote, Acting Town Clerk
2 February 2024

Lowestoft Town Council
Meeting of the Assets, Inclusion and Development Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
19:00 on 5 February 2024

AGENDA

181. Welcome

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

182. To receive and consider approval of apologies for absence

183. Declarations of Interests and dispensations

183.1.To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from councillors on items on the agenda

183.2.To consider written requests for dispensations for interests and note dispensations granted.

184. To consider the draft minutes and confidential note of the meeting on 8 January 2024

185. 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.

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

187. Quotations:

187.1.To consider the following quotations:

187.1a. Extension of the Normanston Park footpath to the entrance of the tennis courts, within a maximum budget of £5,000

187.1b. Block paving of a path in Kensington Gardens adjacent to the ammo bunker, within a maximum budget of £6,090

187.2.To consider a recommendation to Finance and Governance regarding the following quotations:

187.2a. Refurbishment of the Kensington Gardens bridge, within a maximum budget £7,970

188. Marina Theatre

188.1.To note receipt of correspondence under the Party Wall Act 1996 regarding works at The Marina Centre and the intention to carry out works that have the potential to affect The Marina Theatre

189. Parks and Open Spaces:

189.1.To receive and note the draft minutes of the Parks and Open Spaces Sub-Committee meeting on 16 January 2024

189.2.To note estimated costs for block paving the entrance to Belle Vue Park and the requirement for the works contract to be advertised on Contracts Finder

189.3.To approve or delegate approval of a design for the Belle Vue Park entrance paving slab for the 150th anniversary

189.4.To consider proposals from the Lowestoft Town Cricket Club relating to the Denes Oval Pavilion and receive feedback from the related site visit

189.5.To consider measures relating to tree roots on Kensington Gardens tennis courts and potential impact on refurbished courts

190. Events and Communications:

190.1.To receive and note the draft minutes of the Events and Communications Sub-

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Committee meeting on 24 January 2024

190.2.To consider the following recommendations from the Events and Communications Sub-Committee:

190.2a. Reallocation of budgetary responsibility for the Triangle Market events calendar from the Events budget/reserve to the Triangle Market budget/reserve, to support integrated and joined up planning, with an initial annual budget of £6,000 from 2024-2025 and officer delegation to expend from the Triangle Market Events budget in order to support forward planning of the Triangle Market events calendar

191. Community Safety

191.1.To receive and note the draft minutes of the Community Safety Sub-Committee meeting on 24 January 2024

192. The Ness Working Group

192.1.To consider an Expression of Interest for a proposed mural for the sea wall

193. To consider the feasibility of a Public Works Loan in 2024 for the refurbishment of the Denes Oval wall and essential clubhouse repairs as discussed by the Budget and Loan Sub-Committee

194. To receive an update on the vandalised Euroscope at Ness Point

195. To consider the establishment of a committee at the Whitton Community Hall

196. To note Council's corporate responsibilities relating to Legionella Management

197. To consider an approach from a member of the public for the Town Council to acquire a Punch and Judy Booth and the Laughing Sailor

198. To consider partnership working with East Suffolk Building Preservation Trust (confidential)

199. Date of the next meeting

Monday 4 March 2024 – 19:00

200. Items for the next agenda and close

201. 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:

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