

Lowestoft Town Council
Meeting of the Community Safety Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE
15.30 on Wednesday 25 January 2023

MINUTES

Present: Cllrs Wendy Brooks, Jen Jones, Graham Parker and Andy Pearce

In attendance: Sarah Foote (Deputy Town Clerk) and Taylor Williams (Committee Clerk)

The Chair and Deputy-Chair were not present, therefore Cllr Brooks proposed Cllr Parker Chaired the meeting; seconded by Cllr Pearce; all in favour.

70. Welcome

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

71. Approval of apologies for absence

Apologies were received from Cllr Lang with reasons provided.

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

Cllr Page was absent with no apologies provided.

72. Declarations of Interests and dispensations

72.1. To receive declarations of disclosable pecuniary, other registerable and non-registerable 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

Cllrs Brooks and Pearce declared they were representatives on the Marina Theatre Quarterly Management group. Cllr Pearce declared he was Chair of the Gunton Residents' Association. Cllr Parker declared he was Deputy Chair of the Gunton Residents' Association.

73. To consider the draft minutes of the meeting of 23 November 2022

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

74. Public forum

74.1. An opportunity for the public to make comments on any matters on this agenda, and to consider any advance comments from the public.

A parishioner queried if the Lowestoft Town Council were in favour of the Lowestoft Hospital being re-opened. This comment would be discussed under item 80.1.

The Deputy Town Clerk left and returned to the chamber at 15:36

75. Finance

75.1. To review any expenditure by this Committee from its delegated budget – £45,000 was allowed for in the Community Safety budget for repairs of play areas at risk of closure. Due to committed expenditure £18,000 was projected for year-end.

75.2. To consider items of expenditure, particularly relating to security, from the accumulated reserve – An update was requested from East Suffolk Council on the provision of CCTV with no response received. Mr Gallant of Suffolk Police had been contacted about the Fen Park crime analysis survey but no response was received to date.

75.3. To consider a request from the Finance and Governance Committee for part funding from the Community Safety budget for the electrical upgrade at the Marina Theatre – Cllr Pearce proposed, in principal, the Committee consider part-funding the cost, provided the Committee receive the rationale for the works and the relation to health and safety at the next meeting, alongside quotes for further works; seconded by Cllr Brooks; all in favour.

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76. To consider measures to improve the security of the Town Council's assets, including the following:

76.1. To note vandalism and crime record of Town Council assets and consider which sites to prioritise – Fen Park and Sparrows Nest were identified as potential priorities. It was suggested to ask Mr Gallant to complete a survey for Sparrows Nest after Fen Park. A discussion took place on how to monitor toilet blocks that were vulnerable to vandalism, with automatic locking systems integrated into toilet refurbishment designs suggested.

77. Defibrillators

77.1. To consider locations for directly-funded defibrillators; namely Gainsborough Drive, Rosedale Park, and Clarkes Lane – Cllr Pearce proposed Gainsborough Drive, Rosedale Park and Clarkes Lane as locations for defibrillators, with a delegation to officers to visit the sites to assess suitable structures for the defibrillators to be placed on. It was requested an item be on the February Finance and Governance Committee agenda to approve the accumulative expenditure of £3,000 per site. Seconded by Cllr Brooks. Cllr Pearce amended the proposal so that if officers visited the sites before the next Finance and Governance meeting and concluded a noticeboard or post was required to accommodate the defibrillator, to include approval of expenditure for the noticeboard alongside the cost of defibrillators on February's Finance and Governance Committee agenda. Subject to the approval of the Finance and Governance Committee, a further delegation would then be made to the officers to order and install the defibrillators within the approved budget; seconded by Cllr Brooks; all in favour.

77.2. To consider an application to the Department of Health and Social Care for funding (full or matched) to provide defibrillators in community spaces – Cllr Pearce proposed to install defibrillators at Whitton Hall and Gunton Residents' Hall, initially via an application for funding from the Department of Health and Social Care but if needed the Town Council would directly fund the defibrillators. It was requested officers examine the funding and provide feedback to the Committee; seconded by Cllr Jones; all in favour.

78. Vehicle Activated Signs

78.1. To receive a report on assessment of suitable sites – The list of suitable sites was refined and the next step would be the application for site assessments by Suffolk Highways, at a cost of £150 per site.

79. To consider the provision of CCTV for Lowestoft Town Council assets

It was suggested to schedule a standalone zoom meeting under delegation, with all Councillors invited to attend, to review options and decide on an approach for the Community Safety Committee and funding. It was noted a free trial was available through WCCTV. Cllr Brooks proposed officers explore the free trial; seconded by Cllr Pearce who requested details be provided on the portability of the CCTV, rapid response options and control room integration aspects; all in favour.

80. To consider matters relating to third party assets:

80.1. To receive an update on the provision of any health care services being based at the Old Hospital Site – It was noted there was no further progress after a meeting was held with a representative, the Integrated Care Board and the site owner. Cllr Pearce proposed officers schedule a date for a follow-up meeting and invite Peter Aldous MP to attend; seconded by Cllr Brooks; all in favour.

80.2. Multi-agency working for highway arrangements and road safety outside schools – A standalone zoom meeting was scheduled with Peter Aldous MP on 2 February at 11am to discuss this item. Cllr Pearce proposed a delegation to officers, in conjunction with this Committee, to decide and progress next steps after the zoom meeting; seconded by Cllr Jones; all in favour. It was suggested James Reader also be invited to the zoom meeting on 2 February.

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81. **Date of the next meeting**

Wednesday 22 March 2023 at 3.30 pm.

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

It was requested updates be provided on all items discussed.

An item was requested for Walk to School Week.

83. **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 none.

The Chair closed the meeting at 16:35

Signed:

22 March 2023