

Lowestoft Town Council

For the attention of all Councillors

You are summoned to attend an Extraordinary Full Council meeting of Lowestoft Town Council, which will be held at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE** at 18:30 on 11 October 2023.

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 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/88343699460>. The meeting can also be observed via YouTube on the following link: <https://youtu.be/Ts9qyxEpo0I>.

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.

S. Barker

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Sonia Barker, Mayor
5 October 2023

Lowestoft Town Council
Extraordinary Full Council Meeting
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
18:30 on 11 October 2023

AGENDA

101. Welcome

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

102. To receive and consider approval of apologies for absence from any Councillors not in attendance

103. Declarations and dispensations

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

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

104. 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.

105. To formally accept The National Lottery Heritage Fund second stage funding of £3,257,512 for the Town Hall regeneration project

106. To consider the following matters relating to the Marina Theatre

106.1. To approve draft terms of reference for the Marina Theatre Project Board.

106.2. To note Marina Theatre Trust's actions in relation to RIBA Stage 4 project works (new link building, wheelchair accessible lift, toilets, box office and entrance) and consider how governance and procurement should be progressed (some aspects may be confidential)

106.3. To consider Towns Fund agreement and budgetary requirement for above project (some aspects may be confidential)

106.4. To note East Suffolk Council Community Infrastructure Charging Liability Notice for the above project.

106.5. To consider how to progress the appointment of a Project Manager (some aspects may be confidential).

106.6. To consider the lease.

107. Date of next meeting

24 October 2023 at 18:30

108. Items for the next agenda and close

109. 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 and employment issues relating to the matters on this agenda, including the following:

109.1. Any matters, including those above as required