

# Lowestoft Town Council Parks and Open Spaces Sub-Committee

For the attention of all Sub-Committee Members

You are summoned to attend a meeting of the Parks and Open Spaces Sub-Committee of Lowestoft Town Council at 19:00 on 30 May 2023, at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE.**

**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/81266607630>. The meeting can also be observed via YouTube on the following link: <https://youtu.be/McR0uJJxLOc>.

*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. Bendix*

.....  
Shona Bendix, Clerk  
22 May 2023

**Lowestoft Town Council**  
**Meeting of the Parks and Open Spaces Sub-Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**19:00 on 30 May 2023**

**AGENDA**

- 1. To appoint the Chair of this Sub-Committee**
- 2. Welcome**  
To explain the fire evacuation procedure, welcome the meeting, and remind councillors and members of the public of the right to report.
- 3. To receive and consider approval of apologies for absence**
- 4. Declarations of Interests and dispensations**
  - 4.1. To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda.
  - 4.2. To consider written requests for dispensations for Disclosable Pecuniary Interests and note dispensations granted
- 5. To consider the draft minutes of the meeting on 18 May 2023**
- 6. 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.
- 7. To consider Sub-Committee arrangements:**
  - 7.1 To note the membership of the Parks and Open Spaces Sub-Committee
  - 7.2 To appoint the Deputy Chair
  - 7.3 To review and adopt the terms of reference
  - 7.4 To note the delegated budget
- 8. To receive and consider proposals for the LoveParks Week**
- 9. To consider a request for a commemorative area in Fen Park**
- 10. To receive an update regarding tree works at Upland's Road North and on unregistered land**
- 11. To monitor expenditure by this Sub-Committee from its delegated budget**
- 12. To consider review and implementation of the five year plans, including planting plans, in line with budgeting, noting Councillors' comments regarding the following:**
  - 11.1 Normanston Park
  - 11.2 Rosedale Park
  - 11.3 Kensington Gardens
  - 11.4 Gunton Community Park
  - 11.5 Great Eastern Linear Park
  - 12.6 Sparrows Nest
  - 12.7 Fen Park
  - 12.8 Belle Vue Park
  - 11.9 Denes Oval
  - 11.10 Cotman Close
  - 11.11 Britten Road Play Area
  - 11.12 Clarkes Lane
  - 11.13 Pakefield Green Play Area (Wellington Road)
  - 11.14 The Ness

# Lowestoft Town Council

## Meeting of the Parks and Open Spaces Sub-Committee

First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE

19:00 on 30 May 2023

- 11.15 Ness Point
  - 11.16 St Margaret's Plain Play Area
  - 11.17 Bentley Drive Play Area
  - 11.18 Gainsborough Drive Pond
  - 11.19 North Denes
  - 12.20 Links Road Car Park
  - 12.21 Triangle Market
  - 12.22 Town Green
  - 12.23 Land at Upland's Road North (including pond)
- 13. To consider the development of a coastal garden at The Ness, including to receive a Conservation Advisor Site Visit Report from Suffolk Wildlife Trust**
- 14. To consider options for repair/replacement of a vandalised basket swing at The Ness**
- 15. To consider delegated budgets for:**
- 15.1 Kensington Gardens for £1,000
  - 15.2 Denes Oval for £1,000
- 16. Date of the next meeting**  
20 June 2023 19:00
- 17. Items for the next Agenda and Close**
- 18. 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**