

Lowestoft Town Council
Extraordinary Meeting of the Budget and Loan Sub-Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
12:30pm on Monday 9 January 2023

MINUTES

Present: Cllrs Wendy Brooks (Deputy Chair), Alan Green (Chair), Graham Parker, Andy Pearce and Sonia Barker

In Attendance: James Cox (Finance and Information Officer) and Taylor Williams (Committee Clerk)

183. Welcome.

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

184. Approval of apologies for absence.

Apologies were received from Cllr Youngman with reasons provided.

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

185. Declarations of Interests and dispensations

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

None were declared.

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

None were received.

186. To consider the draft minutes of the meeting on 18 November, 22 November, 29 November, 5 December, 12 December, 19 December and 4 January.

Cllr Brooks proposed approval of 18, 22 and 29 November minutes; seconded by Cllr Barker; all in favour.

187. 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.

No comments were received.

Cllr Pearce entered the chamber at 12:34

188. To review the 2022 – 2023 Lowestoft Town Council Budget and reserves (some aspects may be confidential).

To be discussed in confidential session.

189. To review the 2023 – 2024 Lowestoft Town Council Budget and reserves (some aspects may be confidential).

To be discussed in confidential session.

190. Date of the next meeting

Wednesday 11 January 2023. Cllr Brooks provided apologies for the meeting.

191. Items for the next Agenda and Close.

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192. **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.**

Cllr Brooks proposed moving the meeting into confidential session; seconded by Cllr Parker; all in favour.

The Chair closed the meeting to the public and moved into confidential session at 12:36

Play Areas: A £90,000 refurbishment budget was suggested and a discussion took place on the repairs budget.

Consultancy and Health and Safety: £5,000 was allocated separately as a contingency figure.

Community Safety: It was suggested to ring-fence £20,000 within the Earmarked Reserve (EMR) for the Play Area Repair and Maintenance budget.

Climate: A Climate budget of £35,000 and travel costs of £7,500 was suggested.

Parks and Open Spaces: £45,000 in the reserves is for the £25,000 Parks Repair and Maintenance bill and a further £20,000 to offset the transitional costs of bringing grounds maintenance services in-house.

Horticulture: The 2023-2024 budget was increased to £9,000 to cover tree planting and management of trees (such as the removal of dead or fallen trees and pruning costs).

Ponds and Waterways: The EMR offset was increased to £18,924 to match the anticipated 2022-2023 year-end underspend.

The Ness: The Play Area budget of £25,000 for The Ness was reduced to 0 and the EMR offset was reduced to the original £15,000. £50,000 from the Play Area Reserve and £25,000 from the Ness EMR was moved to the Play Area Refurbishment EMR and £15,000 was precepted to total £90,000.

A further £25,000 was precepted for the Play Area Repair and Maintenance budget which, with the £20,000 ring-fenced in the Community Safety EMR, will give a total Play Area Repair and Maintenance budget of £45,000 for 2023-2024. It was anticipated there would be no significant repairs or maintenance work on the newly refurbished play areas.

GELP: It was suggested to offset the £23 rent from the Great Eastern Linear Park EMR.

Sparrows Nest: It was suggested the rental income for 2023-2024 be used to fund capital expenditure for 2023-2024.

Staff: It was suggested a budget contingency of £35,000 from EMR.

Compliance: A £19,000 budget was agreed for play inspections for 2023-2024.

Training: It was requested the Play Inspection EMR be renamed to Play Inspection Training EMR. It

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was noted the £1,000 figure may need to be reviewed with regards to the grounds maintenance staff as the figures is based on current staff.

Professional Services: The professional services EMR offset was reduced to £14,500.

Events: A Christmas event with a budget of £2,500 was added. A Coronation event was added with a budget of £5,000.

Grants: Wherry Lines and East Suffolk Lines were not linked to inflation so were set at £500 each. It was requested Wherry Lines, East Suffolk Lines and Plaisir (under twinning) be moved into Community Engagement and treated as sponsorships rather than grants.

Community Engagement: It was queried if £2,000 would cover the two years for the Cricket Club sports sponsorship or if that only covered one year. It was requested, pending a check, to put £4,000 in.

South Pier: A £2,600 Community Sponsorship budget was suggested.

Arts and Heritage: Civic Artefacts Storage was reduced to £2,400 as the figure was not RPI linked.

The Chair closed the meeting at 14:00

Signed: 
6 February 2023