

**Lowestoft Town Council**  
**Extraordinary Meeting of the Budget and Loan Sub-Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**1:15pm on Monday 16 January 2023**

**MINUTES**

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

**In Attendance:** Shona Bendix (Town Clerk), James Cox (Finance and Information Officer) and Taylor Williams (Committee Clerk)

**203. Welcome.**

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

**204. Approval of apologies for absence.**

No apologies were received.

**205. Declarations of Interests and dispensations**

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

None were declared.

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

None were received.

**206. To consider the draft minutes of the meeting on 5 December, 12 December, 19 December, 4 January and 9 January.**

Cllr Brooks suggested an amendment for the 12 December minutes for the first paragraph to read 'combined salary of £55,000' and subject to that correction proposed approval. As the other Councillors had not reviewed the minutes, approval was deferred to the next meeting.

**207. 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.

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

Cllr Pearce proposed the meeting be moved into confidential session; seconded by Cllr Barker; all in favour.

It was requested after the recommendations are agreed an updated document with the recommended position be circulated to all Councillors, clarifying the transitional situation.

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

To be discussed in confidential session.

**210. Date of the next meeting**

Tuesday 24 January 14:00 was suggested as a provisional date.

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**211. Items for the next Agenda and Close.**

To review the reserve positions and target levels.

**212. 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 Pearce proposed the meeting be moved into confidential session; seconded by Cllr Barker; all in favour.

***The Chair closed the meeting to the public and moved the meeting into confidential session at 13:33***

***Cllr Brooks temporarily left the chamber at 14:19***

***Cllr Brooks returned to the chamber at 14:21***

***The Town Clerk temporarily left the chamber at 14:44***

***The Town Clerk returned to the chamber at 14:47***

Cllr Pearce proposed to recommend a precept demand of £1,975,790 for 2023-2024, Band D Council Tax Equivalent £152.85 (equating to a 4.24% increase on the Band D Council Tax equivalent for 2022-2023); seconded by Cllr Parker; all in favour.

***The Town Clerk temporarily left the chamber and returned at 15:00***

***Cllr Youngman left the chamber at 15:01***

***Cllr Barker and the Town Clerk temporarily left the chamber at 15:01***

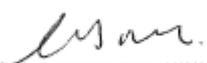
***The Town Clerk returned to the chamber at 15:02***

***Cllr Barker returned to the chamber at 15:03***

It was suggested for the alternative lower option to take 1% off the RPI assumption and remove the EMR recovery from the Community Safety budget which gave a precept demand of £1,963,750. For the alternative high option, the RPI assumption was increased to 10% with a £25,000 Capital EMR contribution which gave a precept demand of £2,004,622.

Cllr Pearce proposed to provide these three options to Full Council and to recommend a precept demand of £1,975,790 for 2023-2024, Band D Council Tax Equivalent £152.85 (equating to a 4.24% increase on the Band D Council Tax equivalent for 2022-2023); seconded by Cllr Barker; all in favour.

***The Chair closed the meeting at 15:18***

Signed:  .....

20 February 2023