

Lowestoft Town Council

Meeting of the Community Safety Committee
Whitton Residents' Hall, Hawthorn Avenue, Lowestoft NR33 9BB
17:00 on 25 May 2022

Minutes

Present : Cllrs Peter Lang (Chair), Wendy Brooks, Paul Page and Andy Pearce.

In attendance: Sarah Foote (Deputy Town Clerk)

Public: There was one member of the public in attendance in person.

1. Welcome

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

2. To receive and consider acceptance of apologies for absence

Apologies were received from Cllr Parker. Cllr Pearce proposed acceptance of the apologies received; seconded by Cllr Brooks; all in favour. Cllr Jones was absent.

3. Declarations of Interests and dispensations

Cllr Brooks declared local non-pecuniary interest as Vice-Chair of Gunton Residents' Association.

4. Committee arrangements

4.1. Membership was noted as Cllrs Brooks, Jones, Lang (Chair), Page, Parker and Pearce.

4.2. It was agreed to appoint Cllr Page as the Deputy Chair. Proposed by Cllr Brooks, seconded by Cllr Pearce; all in favour.

5. To consider the draft minutes of the meeting on 23 March 2022

Cllr Pearce proposed acceptance of the minutes; seconded by Cllr Page; all in favour

6. Public forum

6.1. Update from Lowestoft Hospital Contact Group – no representative was present

6.2. There were no members of the public in attendance and no comments had been received in advance of the meeting.

7. To review any expenditure by this Committee from its delegated budget

The Committee were provided with the current budget position. Cllr Pearce commented that there was an underspend of £7,000 from the last financial year which had resulted in a healthy reserve and this could be considered for CCTV.

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

8.1. The Crime and Vandalism report was provided to members.

It was agreed that it was difficult to prioritise sites of concern as incidents were spread across the town. However, members were keen to address issues which had affected planting, with replacement being planted where plants had been removed. It should be published that the Town Council has a zero tolerance to vandalism and will pursue prosecution.

8.2. Reinstatement of chicane gates at Great Eastern Linear Park

Whilst there was agreement that reinstatement may slow vehicles it was agreed to instead explore signage and road markings and not reinstate the gates or install a bollard as an alternative. The signage should read 'caution you are approaching an open road' and this, and possible road markings, should be considered by the Health and Safety consultant before costs are sought. Proposed by Cllr Pearce, seconded by Cllr Brooks; all in favour.

8.3. Lighting in Town Council parks

Public comments in relation to consultation with residents neighbouring Normanston Park were noted.

Normanston Park – Cllr Lang suggested that the lights closest to Jesters could be upgraded and were not currently working efficiently. Cllr Lang would report this matter on the street lighting portal. Consideration was given to lighting around the skate park area and if it would

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be a deterrent for anti-social behaviour. Proposed by Cllr Lang, seconded by Cllr Pearce; all in favour.

Fen Park – It was agreed to arrange a stakeholder meeting (Friends of Fen Park, Lowestoft Town Council, Suffolk Police Community Engagement Officer, Red Oak Primary School) to establish if lighting would have been a deterrent to recent serious incidents in the park.

Proposed by Cllr Pearce, seconded by Cllr Brooks; all in favour.

Belle Vue Park – it was agreed no further action was required. Proposed by Cllr Lang, seconded by Cllr Pearce; all in favour.

8.4. Life preservers in parks

Cllr Pearce noted that these were not on the Town Council asset register and were believed to be owned and maintained by East Suffolk Norse. Cllr Pearce proposed that consideration of these items when contracts for grounds maintenance were being considered. Seconded by Cllr Brooks; all in favour.

9. Policies

9.1. Safeguarding Policy

9.2. Booking form for hire of meeting halls

Cllr Pearce asked if when the Town Council is hiring its assets (building or open space) out what checks are being undertaken to protect young people or vulnerable adults and if DBS checks should be undertaken? It was agreed, as a duty of care, that appropriate safeguarding measures should be in place and that wording would be added to the booking form 'There is an expectation that DBS checks will be in place and to ask a yes/no question, are DBS checks in place for people running the event. This would apply to adults supervising children or vulnerable people for regular activities in a professional capacity/organisations as opposed to private hire, for example for a birthday party. Proposed by Cllr Pearce, seconded by Cllr Page; all in favour.

It was noted that both of the above were under review by the Town Clerk, particularly in relation to the hire of town council owned venues, and would be considered further by the Standing Orders and Policies Committee.

10. Defibrillators:

10.1. Direct funded defibrillator for the Gainsborough Drive Pond area

It was agreed to defer this item to the next meeting.

10.2. Match funded defibrillator in the vicinity of the High Street Surgery

It was agreed to defer this item to the next meeting.

10.3. Locations for installation of defibrillators in Kensington Gardens and Fen Park

Locations were confirmed as near to the café and on the CCTV pole respectively (and as per the drawings provided to the meeting) and the order for these two new defibrillators would be progressed. Proposed by Cllr Pearce, seconded by Cllr Page; all in favour. It was noted that the Gunton and Whitton estates should be considered next for the installation of defibrillators. Locations to be confirmed.

11. Vehicle Activated Signs

The Community Wardens were thanked for their work to date in assessing a list of possible sites against the criteria set by Suffolk Highways.

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12. Matters relating to third party assets:

- 12.1. Multi agency working for highway arrangements and road safety outside schools – it was agreed to ask Cllr James Reeder to attend the next meeting.
- 12.2. Correspondence from 'Residents Against Noise' - correspondence had been considered by the Planning Committee and a response provided which confirmed that all of the issues raised were outside of the jurisdiction of the Town Council. Cllr Pearce offered to meet with the correspondent, if necessary, to signpost where assistance may be available to address the issues raised. This should be undertaken with the other parish councils in the area of concern; Kessingland and Gisleham.
- 12.3. Progress on arrangements for multi-agency meeting regarding use of Old Hospital site and provision of healthcare services in Lowestoft – this item would be carried forward pending a response from the CCG.

13. Date of the next meeting

Wednesday 27 July at 3.30 pm

14. Items for the next agenda and close

Meeting closed: 18.25

15. **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 no matters.**



Signed:

27 July 2022