

Lowestoft Town Council
Meeting of the Community Safety Sub-Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE
13.00 on Wednesday 27 March 2024

MINUTES

Present: Cllrs Sonia Barker (ex officio), Jen Jones (Chair) and Andy Pearce

In Attendance: Taylor Williams (Committee Clerk)

81. Welcome

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

82. To receive and consider acceptance of apologies for absence

Apologies were received from Cllrs Pitts and Youngman with reasons provided. Cllr Pearce proposed approval; seconded by Cllr Barker; all in favour.

83. Declarations of Interests and dispensations

83.1. To receive declarations of disclosable pecuniary, other registerable and non-registerable Interests from Councillors on items on the agenda and to note that there are no written requests and grants of dispensations for disclosable pecuniary interests – There were no declarations.

84. To consider the draft minutes and confidential note of the meeting of 19 March 2024

The minutes were in progress and their approval was deferred to the next meeting.

85. Public forum

85.1. An opportunity for the public to make comments on any matters on this agenda, and to consider any advance comments from the public – No members of the public were in attendance and no advanced comments had been received.

86. Finance

86.1. To review any expenditure by this Sub-Committee from its delegated budget – Three defibrillators had been purchased for £7,260 and three defibrillator cases had been purchased for £735.

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

87.1. To note vandalism and crime record of Town Council assets and consider which sites to prioritise – The Grounds Maintenance team had reported occurrences of anti-social behaviour in Sparrows Nest. The Sub-Committee requested the assigned officers for the area be asked to consider increasing their patrols through Sparrows Nest to deter any vandalism before the bowls season commences.

88. Defibrillators:

88.1. To receive an update on the completion of defibrillator installations for the selected sites and consider sites for 2024-2025 – The remaining defibrillators had been ordered and sited at Gainsborough Pond, Rosedale Park and Clarkes Lane.
As Gainsborough Drive had been mentioned in relation to the defibrillators, Cllr Pearce declared he was Chair of the Gunton Residents Association.

Community Halls and Gunton Woods were suggested as sites for future defibrillators. As Gunton Woods was not owned by Lowestoft Town Council, officers were asked to clarify with the Gunton Wood Project if there was a need for defibrillators and where they could be located onsite.

88.2. To consider the purchase of a defibrillator and cabinet for Unit 2 – Cllr Pearce proposed

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approval and suggested it be allocated to the Health and Safety budget, which would be decided by the Finance and Governance Committee; second by Cllr Jones; all in favour.

89. To consider making a formal representation to National Highways regarding street lighting on the A47

Cllr Pearce proposed a formal and urgent approach be made to National Highways, with Peter Aldous MP copied in the correspondence, to confirm what they will do to restore the street lighting on the A47 and highlight that this is a public safety issue; seconded by Cllr Barker; all in favour.

90. To consider measures to prevent improper use of sports facilities in parks and open spaces

This was covered under item 87.1. An opinion was requested from the Parks and Community Officer on whether it would be worthwhile to explore the provision of park wardens for park security.

91. To consider the provision of CCTV for Lowestoft Town Council assets

The recommended lighting and CCTV implementation for Fen Park and inclusion of security in design specifications had been approved by Full Council and officers were due to acquire specifications and quotes. Fen Park would be a trial site before CCTV cameras are considered for other sites. The Sub-Committee requested the CCTV cameras be installed in Fen Park within the next two to three months and monitored over the summer.

If CCTV provision is extended to other sites, then the Budget and Loan Sub-Committee would need to consider an element in the legal budget to cover civil prosecutions with regards to vandalism.

An item was requested on the next agenda to allow a period of three to four months to review the experience of CCTV installation in Fen Park with a view to identify which assets would benefit from CCTV coverage and the Grounds Maintenance team were asked to provide their opinion.

Cllr Pearce proposed officers liaise with the Sparrows Nest Bowls Club regarding the previously pledged funding for them to own and maintain CCTV for the site; seconded by Cllr Barker; all in favour.

92. Date of the next meeting


To be confirmed

93. Items for the next agenda and close

Any items should be sent to the office.

94. 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

The Chair closed the meeting at 13:40

Signed: 
1 August 2024