

**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 16 April 2024**

**MINUTES**

**Present:** Cllrs Robert Breakspear (Chair), Wendy Brooks (Deputy Chair), Christine Moore, John Murray, Bernadette Rappensberger and Elise Youngman

**In Attendance:** Lauren Elliott (Project and Committee Clerk) and Taylor Williams (Committee Clerk)

**191. Welcome**

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

**192. To receive and consider approval of apologies for absence**

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

Cllr Coleby was absent with no apologies received.

**193. Declarations of Interests and Dispensations**

193.1. To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda – Cllr Brooks declared she was a member of Suffolk Wildlife Trust.

193.2. To consider written requests for dispensations for Disclosable Pecuniary Interests and note dispensations granted – No written requests for dispensations had been received.

**194. To consider the draft minutes of the meeting on 19 March 2024**

Cllr Brooks proposed approval; seconded by Cllr Youngman; five votes in favour and one abstention.

**195. 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 advanced comments had been received and no members of the public were in attendance.

**196. To monitor expenditure by this Sub-Committee from its delegated budget**

The expenditure from the previous meeting was reviewed.

**197. To agree the first-year priorities of the five-year plans**

Officers were progressing preparations for the Belle Vue Park 150<sup>th</sup> anniversary and required a delegated budget to finish planting at the porch entrance of the park. Cllr Brooks proposed a £300 budget be approved and delegated to officers; seconded by Cllr Youngman; all in favour.

The first-year priorities were reviewed and it was requested that the sea wall and sculptures for Ness Park be added to the priority.

Cllr Youngman proposed approve of the first-year priorities; seconded by Cllr Rappensberger; all in favour.

**198. To receive the following updates regarding Normanston Park:**

198.1. Options for lighting for the skate park – Officers needed to approach more contractors to obtain the required three quotes.

198.2. Procurement of a skateboarding instructor – Officers would progress this as soon as

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they are able to and as May half-term was too near it might be feasible to procure in time for the summer holidays.

**199. To consider the specification of works for the refurbishment of Clarkes Lane and Thirlmere Walk play areas**

As the Clarkes Lane site would be a brand-new facility built from scratch, this would be an opportune time to ensure the site is fully inclusive at Clarkes Lane and the Project and Committee Clerk had already engaged the neighbouring Warren School for their views.

Considerations would be required on where to site the play area due to the uneven land and the need for additional parking, and whether that might be able to be accommodated by the neighbouring school.

Cllr Brooks proposed officers continue to develop this idea with consultations to continue with the school; seconded by Cllr Youngman; all in favour.

**200. To consider a maximum budget for the purchase of plants for the Triangle Market planters**

A maximum budget of £100 was suggested by officers to purchase the new plants.

Cllr Brooks proposed approval of a £100 budget to be delegated to officers to progress the planting, with the Grounds Maintenance team to decide if any restoration work, such as a fresh coat of paint, would be required for the planters; seconded by Cllr Youngman; all in favour.

**201. Date of the next meeting**

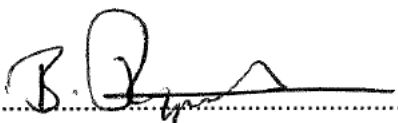
14 May 2024 19:00

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

**203. 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 19:36*

Signed: .....



14 May 2024