

Lowestoft Place Board
Thursday 3rd April 2025, 10:00 – 12:15
Riverside Council Offices

**THINK
LOWESTOFT**

Attendees	Apologies
Stephen Javes - Chair Cllr Caroline Topping – East Suffolk Council Cllr Keith Patience - Lowestoft Town Council Cllr Peter Byatt – East Suffolk Council Cllr Richard Smith – Suffolk County Council Danny Steel – Lowestoft Vision Deborah Cadman - Deputy Lieutenant for Suffolk Emma Ratzer – Access Community Trust Genevieve Christie – First Light Festival Matthew Waters - Lowestoft & Waveney Chamber of Commerce Paul Padda – East Coast College Rachel Hunt - Norfolk and Waveney Integrated Care Board Clare Varela – CEFAS	Cllr Nasima Begum - Lowestoft Town Council Cllr Richard Smith – Suffolk County Council Jess Asato – MP for Lowestoft Paul Ager – Associated British Ports Tim Green – CEFAS
Attendees (Officers)	Apologies (Officers)
Kate Ellis – East Suffolk Council Michelle Burdett - East Suffolk Council Naomi Smith - Cities & Local Growth Unit Paul Wood – East Suffolk Council George King – Constituency Communications Manager to Jess Asato (attending on behalf of Jess)	Andrew Cook – Suffolk County Council Mike Todman - Cities and Local Growth Unit, HM Government Sarah Foote – Lowestoft Town Council

	Time	Description	Lead
1	10.00 – 10.05	Welcome, introductions, and conflicts of interest Actions from last meeting: <ul style="list-style-type: none"> Board members to email Kate if able to offer to host future meetings – still have some dates available Kate to create simple breakdown/diagram of how funding is allocated for specific purposes and discuss with ESC's Comms Team Jess Asato to explore attendance of Government minister at future board meeting 	Chair
2	10.05 – 10.10	Notes from previous meeting - paper	Chair
3	10.10 – 10.20	Terms of Reference discussion - paper	Chair
4	10.20 – 10.30	Nominations for Deputy Chair	Chair
5	10.30– 10.45	Lowestoft Regeneration Programme update Towns & Levelling Up Fund - presentation	PW
5	10.45-11.00	Review of last meetings themed workshop - paper	Chair
6	11.00 – 12.00	Theme Workshop – People & Skills	PW, ER & PP
7	12.00 - 12.10	Forward Plan	Chair/ all

		<ul style="list-style-type: none"> - June: Inequality workshop - August: Health workshop - October: Culture workshop - December: Pride of Place workshop 	
6	12.10 -12.15	AOB	All
7		Future meeting dates Friday 6 June 2025 – Lowestoft Town Council, Hamilton House Friday 8 August 2025 – ABP, Lowestoft Port Office Monday 13 October 2025 – venue TBC Friday 5 December 2025 – venue TBC Friday 6 Feb 2026 – venue TBC	