

WEST NORFOLK DISABILITY FORUM

**Wednesday 22 October 2014 at 2.30 pm in the Committee Suite,
King's Court, Chapel Street, King's Lynn**

AGENDA

1. **SUSPENSION OF STANDING ORDER 36 – RECORDING OR BROADCASTING OF MEETINGS**
In order to comply with Statutory Instrument 2014 no. 2095, the Openness of Government Bodies Regulations 2011, Standing Order 36 be suspended for the duration of the meeting.
2. **ELECTION OF CHAIRMAN**
To elect a Chairman for the remainder of the 2014/2015 municipal year (Borough Councillor).
3. **APOLOGIES FOR ABSENCE**
To note any apologies for absence.
4. **MINUTES**
To confirm as a correct record, the minutes from the Meeting held on 23 April 2014, as attached at Appendix 1.
5. **MATTERS ARISING AND NOT COVERED ELSEWHERE ON THE AGENDA**
6. **LYNNSPORT ROAD**
To receive information from the Corporate Project Officer.
7. **THE WORK OF THE WEST NORFOLK ALLIANCE AND HOW HEALTH AND SOCIAL CARE COULD BE DELIVERED IN THE FUTURE**
To receive a presentation from Sue Crossman from the West Norfolk Alliance.
8. **CELEBRATE-ABILITY ARRANGEMENTS**
9. **FEEDBACK FROM THE OPPORTUNITY AWARDS EVENT**
10. **WEST NORFOLK ACCESS GUIDE**
11. **DISCUSSION TOPIC – PARKING ON PAVEMENTS**
As agreed at the Annual General Meeting.

12. **SECRETARY'S CORRESPONDENCE**

13. **WORK PROGRAMME**

To agree the Work Programme as attached at Appendix 2.

14. **ANY OTHER BUSINESS**

15. **DATE OF NEXT MEETING**

The next meeting of the West Norfolk Disability Forum would take place on 21 January 2014 at 2.30pm in the Committee Suite, King's Court, Chapel Street, King's Lynn.

BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK**WEST NORFOLK DISABILITY FORUM**

Notes of a Meeting of the West Norfolk Disability Forum held on Wednesday 23 April 2014 at 2.30 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn

PRESENT:**Representing the Borough Council:**

Councillors Mrs S Smeaton (Chairman), Miss L Bambridge, T Bubb,
M Chenery of Horsbrugh and J Leamon

Officers: A Bingham, J Curtis, L Hampshire and W Vincent

Representing Disabled People:

P French, K Warner and W Blades

Apologies for absence were received from:

G Henshaw, Councillor A Lawrence and L Power

By invitation for Item 4:

Shona Bradford, BUILD Charity

		ACTION
1.	<u>MINUTES</u> The minutes of the meeting held on 5 February 2014 were agreed as a correct record.	
2.	<u>MATTERS ARISING AND NOT COVERED ELSEWHERE ON THE AGENDA</u> <u>Baby Changing Facilities in King's Court</u> Allison Bingham advised that a quotation exercise was in progress. Baby changing facilities would be accessible in the public toilets in King's Court. It was anticipated that the facility would be available by end of June 2014. <u>Hunstanton – Shingle Path</u> Allison Bingham explained that a response was still awaited	

regarding who was responsible for maintaining the pathway and who it belonged to. The Regeneration Programmes Manager advised that this issue had also been raised at a recent Hunstanton Regeneration Meeting and that the Executive Director, Commercial Services was dealing with the issue.

Budget

Allison Bingham reported that the expenditure for the 2013/2014 Financial Year was £8,600, which left a reserve of £21,000. Members of the Forum were invited to forward suggestions for which the budget could be used, for example, sponsorship.

Front Lobby, King's Court

Allison Bingham explained that currently there was a push button to operate the doors. The Council was investigating the possibility of replacing the bush button with a wireless arrangement to open the doors. The door trip hazard had been resolved and the automatic door signs would be removed.

Dealing with obstructions on the Highway

Councillor Chenery enquired when progress etc would be reported on devolving Sections 143 and 149 of the Highways Act. In response, Allison Bingham undertook to obtain an update from A Cox, Town Centres Manager.

AB

Cycle Path Markings in The Walks

Councillor Miss Bambridge advised that she had contacted the Walks Park Manager and was awaiting a response. *Since the meeting the following response had been received:*

The decision was taken not to put the cycle path markings back in to prevent user conflicts. There have been circumstances where cyclists have believed that the marked out path means that pedestrians should not even walk on 'their area', and also ride along the marked out paths at speed without due care and attention to other users.

In addition the only formal cycling route through the walks is Route National 1, which follows the line of St Johns Walk. By replacing the markings here, it may be understood by all users, that cycling in other areas of the park is forbidden, causing more ammunition for conflict between users. I prefer

	<p><i>to continue with the shared use signage on the cycle Route National 1, and informally permit cycling throughout the entire park, where users understand that they need to be aware of their surroundings.</i></p> <p><i>I have not had any accidents reported to me in the last few years involving any form of cyclist/pedestrian user conflict and believe that the current arrangements are working fine for all users.</i></p>	
<p>3.</p>	<p><u>KING’S LYNN TRANSPORT INTERCHANGE PROJECT</u></p> <p>Jemma Curtis, Regeneration Programmes Manager outlined the proposed improvements to the Bus Station and Pedestrian Link to the Train Station, which included the following:</p> <ul style="list-style-type: none"> • Background. • Aerial view of Existing Layout. • Existing Provision: 1 Arrival Bay, 8 Departure Bays, 17 Layover Bays. • User Survey Results. • Key Stakeholder Feedback to date. • Project Aims. • Progress. • Concept Plan. • Next Steps. <p>A copy of the presentation is attached at Appendix 1.</p> <p>The Forum was invited to comment/ask questions, a summary of which is set out below:</p> <ul style="list-style-type: none"> • Waterloo Street: Provision of Residents Parking. A detailed scheme would be worked up with the Norfolk Parking Partnership. It was noted that similar schemes cost £40.00 per annum and it was suggested that the same fee be charged in King’s Lynn. • Air Quality. The Regeneration Programmes Manager advised that the aim of the proposal was to improve the air quality. • Provision of CCTV in Waterloo Street. Currently there was no CCTV, but this could be looked into when the detail of the scheme was being designed. • Improvement of street lighting to enable those using the areas to feel safe. 	

- Future development. The Regeneration Programmes Manager explained that the design concept would allow for redevelopment of the identified space at a later date without disruption to the Bus Station.
- Figures on train users provided by Network Rail indicated that the number of train users was increasing.
- Drop off Bay to be made bigger. The Regeneration Programmes Manager advised that the area of the bay had been measured against the set sizes adopted by County Highways.
- Generally a good scheme.
- Canopies to be placed over seating area.
- Reduction from three lanes of traffic to two on London Road and Railway Road welcomed. Comments made that two lanes to be in place all the way along these roads not just a particular section.
- Anti-Social Behaviour issues to be addressed. Examples of street furniture currently being investigated to discourage free-running and anti-social behaviour activity.
- Classical music could be played in the Bus Station area. Proved to be successful in combatting anti-social behaviour in other towns/cities.
- Planters to be provided to make area more attractive.
- Improvement of link from Bus Station to Railway Station important.
- Norfolk County Council additional funding to be incorporated into the costing of the scheme.
- Improved signage required.
- Design would include provision of disabled car parking bays where required/appropriate.
- Designated no smoking area. The Regeneration Team were currently in discussions with the Environmental Health Department.
- Toilet facilities. No additional cubicles would be provided, but the existing facilities would be upgraded and a baby changing area would be included.
- Taxi rank would remain in current location. Improved arrangement to enable shoppers to steer trolleys down the slope to this area.
- Hard wearing and non-slip surface to be provided to enable easy maintenance.

The Forum was invited to forward any additional comments to the Regeneration Team.

	<p>The Chairman, Councillor Mrs Smeaton thanked Jemma and Laura for an informative presentation.</p>	
<p>4.</p>	<p><u>BUILD CHARITY</u></p> <p>Shona Bradford, Member Development Co-ordinator of the BUILD Charity provided an overview of the work undertaken by the Charity.</p> <p>Members were informed that BUILD Charity was a Norfolk based independent registered charity which was established in 1967 and provided social, leisure and learning opportunities to adults and young people for the age of 16 to 19 years with sensory, physical or learning disabilities. The BUILD Charity provided a wide range of opportunities ranging from youth clubs and youth activity schemes to a weekly social club as well as a range of community based activities with opportunities to take part in sport, gardening, outdoor and cultural activities as well as skills learning workshops.</p> <p>A Leaflet and Activity Programme was circulated. Further information was available at www.buildcharity.co.uk or 01603 618029.</p> <p>The Forum was informed that there was currently no activity programmes operated in King's Lynn.</p> <p>The Chairman, Councillor Mrs Smeaton commented that the programme provided great benefits to both those Members on a monthly membership and casual users.</p> <p>Councillor Miss L Bambridge commented that Forward Trust was located in King's Lynn and provided a drop in day centre for people with varying degrees of disability and the Trust operated</p> <p>workshops at North Lynn Industrial Estate where items of jewellery, bird tables, etc could be purchased.</p> <p>Councillor Miss Bambridge also reported that Freebridge Community Housing also provided a facility at Thornage Hall, a residential farm based in Holt. She added that Freebridge Community Housing also operated Plaxtole House in King's Lynn, which was a residential unit for young people over the age of 16 years. She undertook to pass on details of the BUILD Charity to Freebridge Community Housing.</p>	<p>LB</p>

	<p>The Chairman, Councillor Mrs Smeaton thanked Shona for the interesting and informative presentation and invited her to come to a future meeting to provide an update.</p>	
<p>5.</p>	<p><u>CELEBRATE ABILITY AND OPPORTUNITY AWARDS ARRANGEMENTS</u></p> <p><u>Celebrate ability</u></p> <p>Celebrate ability 2014 would take place on Friday 21 November 2014 at Downham Market Hall from 10 am to 4 pm.</p> <p>The event would incorporate Trading Standards electric blanket testing event.</p> <p>The website was to be updated and publicity would be produced.</p> <p><u>Opportunity Awards</u></p> <p>The Opportunity Awards would be held on Wednesday 2 July 2014 at King's Lynn Town Hall, 6.15 pm for a 6.30 pm start. The Annual General Meeting would also take place on 2 July at 2.30 pm in the Committee Suite, King's Court.</p> <p>It was noted that Your Local Paper had expressed an interest in providing sponsorship. Contact has also been made with KLFM/ Radio Norfolk, Lynn News, King's Lynn Magazine and the Eastern Daily Press. The working group would meet in June to carry out the judging of nominations received.</p> <p>The deadline for nominations was 30 May 2014. Two nominations had been received to date and responses to a further two nominations was awaited.</p> <p>Information had been circulated to all those on the Council's mailing list.</p> <p>Shona Bradford suggested that Voluntary Norfolk be contacted to display the information regarding the Opportunity Awards.</p>	
<p>6.</p>	<p><u>SECRETARY'S CORRESPONDENCE</u></p> <p>There was no Secretary's correspondence to report.</p>	

7.	<p><u>WORK PROGRAMME</u></p> <p>The Forum noted the Work Programme as attached to the agenda.</p>	
8.	<p><u>ANY OTHER BUSINESS</u></p> <p><u>Footpath between Catherines Court/Morrisons</u></p> <p>Jill Darling reported that the above path was uneven, had pot holes and was dangerous. Councillor Miss Bambridge undertook to contact the relevant officer at Norfolk County Council.</p> <p><u>A Boards</u></p> <p>Kathy Warner reported that there were still a number of A boards outside the Majestic Cinema, together with a clutter of stalls which presented confusion for people with disabilities. Councillor Miss L Bambridge undertook to raise the issue of A Boards with Norfolk County Council. A Bingham also undertook to obtain an update from A Cox, Town Centres Manager and if possible include a paragraph within the minutes from today's meeting.</p> <p><u>20 Minute Parking Bays, Tuesday Market Place</u></p> <p>Councillor Chenery commented that the 20 minute parking bays should allow extra time for people with disabilities. Allison Bingham advised that this issue had been raised previously and informed the Forum that an extra 10 minutes was allowed for people with disabilities in addition to the paid time. This information was published on ticket machines and boards.</p> <p><u>Disabled Parking Bays, Chapel Street</u></p> <p>Councillor Miss Bambridge referred to the location of the disabled parking bays in Chapel Street and commented that they had not be located in the most appropriate place. The Chairman, Councillor Mrs Smeaton advised that she would raise this issue at the Regeneration, Economic and Culture Panel meeting.</p> <p><u>Resignation of Councillor Lori Allen</u></p> <p>The Chairman, Councillor Mrs Smeaton reported that Councillor Lori Allen had resigned as Borough Councillor for Airfield Ward and read out a letter to the Forum. Councillor Mrs Smeaton would write a letter on behalf of the Forum to thank Councillor Allen for</p>	<p>LB</p> <p>LB</p> <p>AB</p>

	<p>her input during her time as Borough Councillor.</p> <p><u>Sylvia Pomeroy</u></p> <p>The Chairman, Councillor Mrs Smeaton asked the Secretary to send a letter to Sylvia sending her best wishes from the Forum.</p>	
<p>9.</p>	<p><u>DATE OF NEXT MEETING</u></p> <p>The next meeting of the West Norfolk Disability Forum would be The Annual General Meeting to be held on Wednesday 2 July 2014 at 2.30 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn.</p> <p>Kathy Warner and Jill Darling offered their apologies for the Annual General Meeting.</p>	

The meeting closed at 4.12 pm

APPENDIX 2

West Norfolk Disability Forum – Work Programme – 2014/2015

Date of Meeting	Items
22 October 2014 at 2.30pm	<ul style="list-style-type: none">- Appointment of Chairman- Discussion Topic – Parking on Pavements- The Work of The West Norfolk Alliance and how Health and Social Care could be delivered in the future – Presentation from WNVCA – contact Marie Connell (20 minutes)- Celebrate-ability Arrangements- Feedback from the Opportunity Awards event- Lynnsport road – Dale Gagen- West Norfolk Access Guide
21 January 2015 at 2.30pm	<ul style="list-style-type: none">- Feedback from Celebrate-ability event- Discussion topic – to be confirmed
8 April 2015 at 2.30pm	
22 July 2015 at 2.30pm – Annual General Meeting	<ul style="list-style-type: none">- Appointment of Chairman- Appointment of Vice Chairman- Annual report