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Borough Council of
**King's Lynn &
West Norfolk**



ANNUAL COUNCIL MEETING

Agenda

Thursday, 21 May 2015
at 6.30pm

*In the
Assembly Room
Town Hall
Saturday Market Place
King's Lynn*

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Borough Council of King's Lynn and West Norfolk

King's Court, Chapel Street, King's Lynn, Norfolk PE30 1EX
Telephone: 01553 616200
Fax: 01553 616758

13 May 2015

Dear Councillor

You are hereby summoned to attend the Annual Meeting of the **Borough Council of King's Lynn and West Norfolk** to be held at **6.30 pm** on **Thursday, 21st May 2015** in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn to transact the business shown below.

Yours sincerely

Ray Harding

Chief Executive

BUSINESS TO BE TRANSACTED

- 1 Prayers by the Mayor's Chaplain
- 2 To receive apologies for absence.
- 3 To elect a Councillor to hold office as Mayor of the Borough of King's Lynn & West Norfolk and to be Chairman of the Council for the Municipal Year 2015/2016.
- 4 To appoint a Councillor to hold office as Deputy Mayor of the Borough of King's Lynn & West Norfolk and to be Deputy Chairman of the Council for the Municipal Year 2015/2016.

*At this point the Civic Party will withdraw for robing;
on return the Mayor and Deputy Mayor are invested with their badges of office*
- 5 To administer the Oath to the Mayor who will then address the meeting.
- 6 To administer the Oath to the Deputy Mayor who will then address the meeting.
- 7 To propose and second a vote of thanks to the retiring Mayor and Mayoress and to the retiring Deputy Mayor and Deputy Mayoress
- 8 To make presentations to the retiring Mayor and Mayoress and to the retiring Deputy Mayor and Deputy Mayoress and to receive responses.

- 9 To receive the report of the Returning Officer from the elections for the Borough Council of King's Lynn and West Norfolk held on 7 May 2015 (Page 4).
- 10 To consider the report and recommendations on the Interim Review of the Scrutiny Structure (Page 9).
- 11 To appoint the Chairman of the Cabinet who will be Leader of the Council for the forthcoming four years and note the appointments of the Vice-Chair and other Members of the Cabinet.
- 12 To agree proportional allocation of seats with regard to the following Council Bodies in the Constitution in accordance with Section 15 of the Local Government and Housing Act 1989 (as amended by subsequent legislation), and in accordance with Section 16 of that Act, to appoint members to serve on them (a full membership list will be made available at the meeting).
 - Appointments Board
 - Planning Committee
 - Licensing Committee
 - Licensing and Appeals Board
 - Standards Committee

Policy Review and Development Panels:

 - Environment and Community Panel
 - Regeneration and Development Panel
 - Resources and Performance Panel / Audit Committee
- 13 To appoint the Chairmen and Vice-Chairmen of the Bodies in 12 above (set out on the sheet submitted to the meeting).
- 14 To agree the political proportionality formula for Task Groups.
 - Task Groups with 9 members be: 7 (Con):2 (Lab)
 - Task Groups with 5 members be: 4 (Con): 1 (Lab)
- 15 To agree that any existing Members previously appointed to an outside body continue to serve until the 10 June 2015 Cabinet or 30 June 2015 Council meeting whichever is appropriate.

Ray Harding
Chief Executive

ITEM 9

REPORT OF THE RETURNING OFFICER FROM THE BOROUGH ELECTIONS ON 7 MAY 2015

Airfield – 2 Seats

Geoffrey Hipperson – C - Melrose Hall, 10 Norwich Road, Shouldham, King's Lynn, Norfolk, PE33 0DA

Mike Howland – C - 52 Ryston Road, Denver, Downham Market, Norfolk, PE38 0DP

Brancaster

Elizabeth Watson – C - Carrstone Cottage, Homefields Lane, Hunstanton, Norfolk, PE36 5HZ

Burnham

Samantha Sandell – C – Folly House, 9 Church Street, North Creake, Fakenham, NR21 9JN

Clenchwarton

David Whitby – C - 7 Willow Drive, Clenchwarton, King's Lynn, Norfolk, PE34 4EN

Denton – 3 Seats

Adrian Lawrence – C, Muriel's Farm, Old Methwold Road, Feltwell, Thetford, IP26 4DX

Mick Peake – C - Marmick Cottage, Fen Road, Wretton, King's Lynn, PE33 9QP

Martin Storey – C -17 South Street, Hockwold, Thetford, Norfolk, IP26 4JG

Dersingham – 2 Seats

Anthony Bubb – C - 7 Centre Vale, Dersingham, King's Lynn, Norfolk, PE31 6JR

Judith Collingham – C - 10 Fern Hill, Dersingham, King's Lynn, Norfolk, PE31 6HT

Docking

Andrew Morrison – C - The Lodge, High Street, Docking, King's Lynn, Norfolk, PE31 8NG

Downham Old Town

Kathy Mellish –C - 65 London Road, Downham Market, Norfolk, PE38 9AT

East Downham

Jackie Westrop – C - 16 Churchill Way, Park Lane Estate, Downham Market, PE38 9RS

Emneth with Outwell – 2 Seats

Chris Crofts –C – Oakdene, Town Street, Upwell, Wisbech, PE14 9AD

Harry Humphrey – C - Fendyke Stables, Station Road, Emneth, Wisbech, PE14 8DJ

Fairstead – 2 Seats

Ian Gourlay – L - 16 Filberts, Fairstead, King's Lynn, Norfolk, PE30 4SW

Margaret Wilkinson – L - 58 Post Mill, Fairstead, King's Lynn, Norfolk, PE30 4QZ

Gayton

Alistair Beales – C - Manor Farmhouse, Back Street, Gayton, King's Lynn, PE32 1QR

Gaywood Chase – 2 Seats

John Collop – L - 8 Ayre Way, King's Lynn, Norfolk, PE30 3YD

Sandra Collop – L - 8 Ayre Way, King's Lynn, Norfolk, PE30 3YD

Gaywood North Bank – 3 Seats

Patrick Rochford – C - Corn Chambers, 4 Lath Mansion, 15 Nelson Street, King's Lynn, Norfolk, PE30 5DY

Mark Shorting – C - 1 Houghton Avenue, King's Lynn, Norfolk, PE30 3EG

Thomas Smith – C - Corn Chambers, 4 Lath Mansion, 15 Nelson Street, King's Lynn, Norfolk
PE30 5DY

Grimston

Susan Fraser – C - Blacksmith's Cottage, 23 Congham Road, Grimston, King's Lynn, PE32 1DW

Heacham – 2 Seats

Peter Colvin –C - Cheney Hollow, 3 Cheney Hill, Heacham, King's Lynn, Norfolk, PE31 7BX

Colin Manning – C - 11 Rectory Close, Roydon, King's Lynn, Norfolk, PE32 1AS

Hilgay with Denver

Anthony White – C – Daytona, Whittington Hill, Whittington, King's Lynn, Norfolk, PE33 9TE

Richard Bird – Ind - Homer House, 21 Austin Street, Hunstanton, Norfolk, PE36 6AN

Paul Beal –C - 'White Lodge', 22 King's Lynn Road, Hunstanton, Norfolk, PE36 5HT

Carol Bower – C - 7 Glebe Avenue, Hunstanton, Norfolk, PE36 6BS

Mershe Lande

Brian Long – C - 31 Smeeth Road, St Johns Fen End, Wisbech, Cambs, PE14 8JF

North Downham

Geoffrey Wareham –C - 39 London Road, Downham Market, Norfolk, PE38 9AT

North Lynn – 2 Seats

Sandra Buck – L - 40 Bunnett Avenue, King's Lynn, Norfolk, PE30 5JZ

Andy Tyler – L - 67 Goodwins Road, King's Lynn, Norfolk, PE30 5PE

North Wootton

Lord Greville Howard – C - Castle Rising, King's Lynn, Norfolk, PE31 6AF

Old Gaywood

Graham Middleton – C - 12 Three Oaks, King's Lynn, Norfolk, PE30 4QU

Priory

Jim Moriarty – L - Marcon House, Bailey Street, Castle Acre, King's Lynn, PE32 2AG

Rudham

Michael Chenery of Horsbrugh – C - Shooting Box Cottage, 113 Church Street, North Creake, Fakenham, NR21 9JQ

Snettisham – 2 seats

Ian Devereux – C, Little Acre, Manor Lane, Snettisham, King's Lynn, Norfolk, PE31 7NH

Avril Wright – C - The Round House, 131 Lynn Road, Snettisham, King's Lynn, Norfolk, PE31 7QG

South and West Lynn – 2 seats

Charles Joyce – L - 28 Keene Road, King's Lynn, Norfolk, PE30 5BT

Gary McGuinness – L - 48 Portland Place, King's Lynn, Norfolk, PE30 5NA

South Downham

Don Tyler – C - 29 Mallard End, Downham Market, Norfolk, PE38 9HN

South Wootton – 2 seats

Nicholas Daubney – C - 8 Fen Lane, Pott Row, King's Lynn, Norfolk, PE32 1DA

Elizabeth Nockolds – C - 47 Reffley Lane, King's Lynn, Norfolk, PE30 3SU

Spellowfields – 2 seats

Paul Kunes – C - Marsh Villa, New Common Marsh, Terrington St Clement, King's Lynn, Norfolk, PE34 4JN

Sheila Young – C - Rose Cottage, 37 Old Roman Bank, Terrington St Clement, King's Lynn, PE34 4JP

Springwood

Toby Wing-Pentelow – C - 16 Gladstone Road, King's Lynn, Norfolk, PE30 5AL

St Lawrence

Barry Ayres – C - The Old Store, 8 School Road, Tilney St Lawrence, King's Lynn, Norfolk, PE34 4QY

St Margarets with St Nicholas – 2 seats

Lesley Bambridge – C - 24 Avenue Road, King's Lynn, Norfolk, PE30 5NW

Claire Kittow – L - 1A High Street, King's Lynn, Norfolk, PE30 1BX

Upwell and Delph – 2 seats

David Pope – C - 20 Small Lode, Upwell, Wisbech, Cambs, PE14 9BA

Vivienne Spikings – C - 25 St Peters Road, Upwell, Wisbech, Cambs, PE14 9EH

Valley Hill

Mike Tilbury – Ind - 64 Station Road, Great Massingham, King's Lynn, Norfolk, PE32 2HU

Walpole

Richard Blunt – C - Glebe House, Church Road, Walpole St Peter, Wisbech, PE14 7NS

Walton

Roy Groom – C - 40 St Paul's Road, Walton Highway, Wisbech, Cambs, PE14 7DN

Watlington

Peter Hodson – C - 66 Sluice Road, Denver, Norfolk, PE38 0DY

West Winch – 2 seats

Bal Anota – C - 32 Town Close, East Winch, King's Lynn, Norfolk, PE32 1QT

Peter Gidney – C - West Hall Cottage, Vicarage Lane, Gayton, King's Lynn, PE32 1PD

Wiggenhall

Marcus Hopkins – C - 79 Sluice Road, Wiggenhall St Germans, King's Lynn, Norfolk, PE34 3ET

Wimbotsham with Fincham

Sandra Squire – C - Rowdale House, 251 Outwell Road, Outwell, Wisbech, PE14 8QR

Wissey

Colin Sampson – C - 22 Denver Hill, Downham Market, Norfolk, PE38 9BE

REPORT TO COUNCIL

Open		Would any decisions proposed :		
Any especially affected Wards	Operational	Need to be recommendations to Council		YES
Lead Member: Cllr Nick Daubney E-mail: cllr.nick.daubney@west-norfolk.gov.uk		Other Cabinet Members consulted:		
Lead Officer: Samantha Winter E-mail: sam.winter@west-norfolk.gov.uk Direct Dial: 616327		Other Members consulted:		
Lead Officer: Samantha Winter E-mail: sam.winter@west-norfolk.gov.uk Direct Dial: 616327		Other Officers consulted: Chief Executive, Legal Services Manager,		
Financial Implications YES	Policy/Personnel Implications NO	Statutory Implications (incl S.17) NO	Equal Impact Assessment NO	Risk Management Implications NO

Date of meeting: 21 May 2015

10 INTERIM REVIEW OF THE SCRUTINY STRUCTURE

Summary

The report recommends temporary amendments to the Council's structure in relation to Scrutiny Review and Development Panels, Cabinet Scrutiny Committee and the Scrutiny and Overview Liaison Committee.

Recommendation

That the Council's Constitution be amended on an interim basis, pending the review of the Scrutiny arrangements in the summer of 2015 in order to create the following:

- i) Three, 12 Member, proportional Policy Review and Development Panels,**
 - **Environment and Community Panel**
 - **Regeneration and Development Panel**
 - **Resources and Performance/ Audit Committee Panel**
- ii) The Environment & Community Panel and the Regeneration & Development Panel to meet jointly for the June and July meetings, with alternate chairing.**
- iii) The Scrutiny and Overview and Liaison Committee be deleted.**
- iv) That Cabinet Scrutiny Committee be made up of 9 Members, with an Opposition Chairman and Vice-Chairman, its membership being on a proportionate basis.**

1 Background

- 1.1 Following the 7 May 2015 Borough Council elections the Council is now made up of 50 Conservatives, 10 Labour and 2 Independents.
- 1.2 During the summer, it is proposed that a review of the scrutiny structures is carried out which will commence following the June 2015 Cabinet and Council meetings. This report proposes an interim arrangement pending that review.

2 Current Structure

- 2.1 The current structure comprises 2 proportionate Policy Review and Development Panels of 15 Members, and a Cabinet Scrutiny Committee of 11 Members which to date has, on the taking of a “nem con” vote, been non proportionate. The Cabinet Scrutiny Committee has an opposition Chairman and Vice-Chairman. A Scrutiny and Overview Liaison Committee exists in the overall structure but does not meet with any regularity.

3 Proposed Structure – Interim Arrangements

- 3.1 As an interim measure, pending the overall review of the Scrutiny structure the following is proposed:

3.1.1 The creation of three, 12 Member proportionate Policy Review and Development Panels as follows:

- Environment and Community Panel
- Regeneration and Development Panel
- Resources and Performance/ Audit Committee Panel

3.1.2 It is proposed that due to the number of meetings and induction sessions already scheduled for the forthcoming few months, the June and July meetings of the Environment & Community and Regeneration & Development Panels meet jointly, chaired alternately by each Chairman.

3.1.3 It is proposed that the Scrutiny and Overview Liaison Committee be deleted from the structure.

3.1.4 The proposal also makes a Cabinet Scrutiny Committee of 9 Members, to a proportionate body with a Chairman and Vice Chairman of opposition Group Members.

2 Policy Implications

- 2.1 The changes to the structure have no impact on the Council’s Policies.

3 Financial Implications

- 3.1 The financial implications of the changes are that an additional Special Responsibility Allowance will be awarded to the third Chairman and Vice-Chairman of the Panel at the current rate of £2,000 (Chairman) and £870 (Vice-Chairman).

4 Access To Information

4.1 Current Constitution.