

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



King's Lynn Area Consultative Committee

Agenda

Thursday, 24th August, 2017
at 6.00 pm

in the

**Committee Suite
King's Court
Chapel Street
King's Lynn**



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**KING'S LYNN AREA
CONSULTATIVE
COMMITTEE AGENDA**

DATE: THURSDAY, 24TH AUGUST, 2017

VENUE: COMMITTEE SUITE, KING'S COURT, CHAPEL STREET, KING'S LYNN

TIME: 6.00 pm

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. MINUTES OF PREVIOUS MEETING (Pages 6 - 14)

To confirm as a correct record the minutes of the previous meeting held on 26 June 2017.

3. DECLARATIONS OF INTEREST

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area.

4. URGENT BUSINESS

To consider any business which, by reason of special circumstances, the Chairman proposes to accept as urgent under Section 100(b)(4)(b) of the

Local Government Act, 1972.

5. MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman.

6. CHAIRMAN'S CORRESPONDENCE (IF ANY)

7. PUBLIC OPEN SPACE - INCLUDING GRASS CUTTING, ALLOTMENTS AND OPEN SPACE (Pages 15 - 16)

The Committee will receive a report on all aspects of Public Open Space in King's Lynn.

Maps will be provided on individual wards. Please note these were produced in 2015 but little will have changed in terms of the areas which are maintained.

8. PRESENTATION ON ALLOTMENTS

To receive a presentation on the current position with Allotments in King's Lynn

9. PRESENTATION ON GRASS CUTTING

To receive a presentation on the current situation regarding grass cutting in King's Lynn

10. COMMITTEE'S WORK PROGRAMME (Pages 17 - 19)

The Committee is asked to consider items for a future Work Programme for 2017/18.

11. DATE OF NEXT MEETING

The next meeting of the Committee will take place on 12 September 2017 at 6pm in the Town Hall, Saturday Market Place, King's Lynn.

To: Members of the King's Lynn Area Consultative Committee

Councillors Miss L Bambridge, Mrs S Buck, J Collop, Mrs S Collop, C Joyce, G McGuinness, G Middleton, P Rochford, M Shorting, T Smith, Taylor, A Tyler, Mrs M Wilkinson and T Wing-Pentelow

For Further information, please contact:

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BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

KING'S LYNN AREA CONSULTATIVE COMMITTEE

Minutes from the Meeting of the King's Lynn Area Consultative Committee held on Monday, 26th June, 2017 at 6.00 pm in the Education Room - Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT:

Councillors Miss L Bambridge, J Collop, Mrs S Collop, Howman, C Joyce, G McGuinness, A Tyler and Mrs M Wilkinson

An apology for absence was received from Councillor G Middleton

1 **APPOINTMENT OF CHAIRMAN**

RESOLVED: That Councillor A Tyler be appointed Chairman for the remainder of the Municipal Year.

2 **APPOINTMENT OF VICE-CHAIRMAN**

RESOLVED: That Councillor Mrs S Collop be appointed as Vice-Chairman for the remainder of the Municipal Year.

3 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Middleton.

4 **MINUTES OF PREVIOUS MEETING**

The Minutes of the Meeting held on 27 March 2017 were agreed as a correct record.

5 **DECLARATIONS OF INTEREST**

Councillor McGuinness declared that he was employed by the NHS in relation to item 9.

Councillors Miss Bambridge and Mrs Wilkinson declared that they were patients at St James Surgery.

6 **URGENT BUSINESS**

There was no urgent business.

7 **CHAIRMAN'S CORRESPONDENCE (IF ANY)**

There was no Chairman's correspondence.

8 **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

There were no members present pursuant to Standing Order 34.

9 **UPDATE ON ST JAMES SURGERY, KING'S LYNN**

Matthew Henry, Property Services Manager provided the Committee with a briefing on a surgery proposal in King's Lynn.

The Property Services Manager explained that the proposal still had to go through the NHS decision making process and also through the planning process.

The Chairman thanked the Property Services Manager for the briefing, and invited the Committee to ask questions/make comments.

In response to a question from the Chairman in relation to the location of the proposed new surgery, the Property Services Manager explained that the Council had worked with NHS to provide a site, but the location would be decided by the Health Service.

The Property Services Manager also explained that the NHS was hoping that the proposal would enhance the health care provision for King's Lynn and were looking at providing an endoscopy unit and would also carry out minor surgery.

In terms of whether any consultation regarding the proposal had been carried out, the Property Services Manager explained that he had held meetings with the Practice Manager who advised that consultation had been carried out.

Councillor McGuinness explained that consultation was likely to take place at the next stage as part of the NHS business case.

Councillor Bambridge advised that a lot of residents, which she represented, walked to St James Medical Practice. They had been advised by the existing practice that a bus service would be provided to the new surgery. She added that she had not had any communication from the practice in relation to the proposed move. She further explained that a lot of residents in her ward did not have access to a car. She wanted to express the concerns of residents in her ward.

Councillor Joyce stated that he was not opposed to the principle of the Council proposing a site, however he shared concerns regarding the proposed location of the surgery. He also suggested that consideration should be given to a new surgery at South Lynn on the NORA site. He did not want to see the existing provision for people lost who were able to walk to the surgery.

Councillor Howman suggested that Members could lobby the CCG on behalf of residents.

In response to a question from Councillor McGuinness, the Property Services Manager advised that the Council owned the land and was acting as a developer on behalf of the NHS. The Borough Council had some time ago shown the NHS available sites in King's Lynn, however this site was the NHS preferred option.

Councillor Collop stated that he had been to both surgeries and both were not the easiest to get to. He added that where the position was of the proposed new surgery needed consideration however this facility was needed in the area.

Councillor Joyce suggested that the Chairman and Vice-Chairman of the Committee could write to the CCG and NHS England expressing concern regarding the relocation of the surgery and that the Council did have other sites that could be considered in the town centre which would not disadvantage existing patients.

The Property Services Manager suggested that he could facilitate a meeting with the Practice, who could explain the process in more detail, which was agreed.

Councillor McGuinness explained that this was a delicate balance, as if the NHS generally needed a new surgery there was nothing stopping them from going to a third party for the site. He added that there was a need for adequate parking. Councillor McGuinness also advised that there was a drive within the NHS for 7 day services. He was concerned that reference had been to the parking being used at weekends for football matches, etc.

The Property Services Manager advised that there was scope for additional parking to be provided if necessary.

Councillor Miss Bambridge referred to the additional housing development in the South Lynn area and stated that there was a need for another surgery in that area.

AGREED: That the Property Services Manager arrange a meeting with the Practice Manager and the Chairman, Vice-Chairman, Councillor Miss Bambridge and Councillor Mrs Wilkinson.

10

BUS SHELTERS IN KING'S LYNN

Matthew Henry, Property Services Manager gave a presentation to the Committee on Bus Shelters in King's Lynn.

It was reported that bus shelters had been previously operated by a private company but at the end of the contract the decision had been taken that the Borough Council would retain and operate them. The Property Services Manager explained that there would be a cost onto the Special Expenses however there was also the opportunity for revenue income by advertisements.

Councillor Mrs Wilkinson informed the Committee that some shelters were in locations where the bus did not stop and referred to one at Winston Churchill Drive. The Property Services Manager undertook to look at that.

In response to a comment from Councillor Joyce, it was confirmed that Parish Councils looked after bus shelters in their parish, in terms of damage, etc.

Councillor Collop referred to the fact that no advertising was taking place on the shelters at the moment. He suggested that a business plan should be put together to look at the location of the shelters and whether all shelters were required. He added that he would like the Committee to have further information on the expected revenue. He suggested that this should be added to the Committee's Work Programme.

AGREED: That bus shelters be added to the Committee's Work Programme for further consideration.

11

REFIT PROGRAMME

Neil Gromett, Chief Operating Officer explained that the Council had asked for a no obligations look at the Council's buildings and estate, which included street lights, to assess the scope for a reduction in running costs, energy consumption and carbon emissions. This was something that was being carried out at Fenland District Council.

The Chief Operating Officer explained that the whole of the Council's estate had been looked at comprising 18 Council buildings and 851 street lights under the Borough Council's control at the moment. The Chief Operating Officer explained the savings that could be made in relation to the buildings, and Fenland District Council had done this for all of their leisure facilities. In relation to street lights, he explained that to replace the street lights would be £212,000 and would generate a saving of £17,000 per year. There could also be a saving of £192,000 in maintenance costs.

The next stage was for the Local Partnership to attend the Council's Management Team meeting to present the case within the next month.

Councillor Joyce informed the Committee that King's Lynn had 380 street lights. He referred to a scheme which had been carried out in

Marshland St James where the street lights had been changed to LED lights.

Councillor Joyce also referred to the fact that Norfolk County Council turned off some of their lights at night, which made a saving of £5,236 in energy costs, but he would not want this to happen with the Borough Council's lights.

He supported the idea put forward and considered that the savings quoted were realistic.

Councillor Joyce also stated that the street lighting should be up to BS5489, which could be found in the Vancouver Centre and Railway Station.

AGREED: That, the Committee supported the ReFit Programme.

12

PAVILIONS AND COMMUNITY CENTRES

The Chairman invited Councillors Joyce and Mrs Wilkinson to present the findings from the Informal Working Group in relation to Community Centres and Pavilions.

Councillor Joyce explained that the Group had met on two occasions. The outcomes from the meeting were:

- The Valuation Office had been asked to look at the business rates for both the Dutton Pavilion and Kingsway.
- Employee costs looked high for South Lynn Community Centre and Fairstead Community Centre.
- Hiring the community centre with a caretaker present did increase the cost.
- The Working Group looked at ways to increase bookings at the Community Centres.
- The issue of attracting staff to work at the Community Centres and Alive Leisure in general had been discussed, particularly as those staff would be on zero hours contracts.

In response to some of the points raised by Councillor Joyce, the Chief Operating Officer explained that the pricing structure was looked at to ensure that it was competitive. However, negotiation did take place with organisations. Two charities were currently using South Lynn Community Centre, which therefore required a good service and facilities. He did insist that staffing were on site when an event was taking place. The Chief Operating Officer advised that he would be looking at the staffing allocations for the Community Centres.

The Assistant Director explained that there were 4 action points to progress and a further meeting of the Working Group. The results would then feed into the Special Expenses meeting.

The Chief Operating Officer explained that in the past events had been put on at the community centres with very little take-up. He added that what was needed was a resource to go into the community to get people to use the facilities.

Councillor Mrs Wilkinson thanked Councillor Joyce and added that it had been a worthwhile exercise.

The Chairman thanked those involved with the Working Group.

AGREED: (1) That the update be noted.

(2) That a further meeting of the Working Group be arranged. The results from the Working Group would be fed into the Special Expenses meeting.

13

PARISH PARTNERSHIP SCHEME

The Assistant Director reminded the Committee of the Parish Partnership Scheme. It allowed for Parish Councils to put forward small scale highway improvement works for match funding with Norfolk County Council. The maximum Norfolk County Council contribution was £25,000.

The Assistant Director explained that the scheme was widened out last year to include the unparished parts of the County. The scheme allowed for Ward Members to put forward a scheme, supported by a business case to the Committee. The Committee would then determine any schemes put forward.

The Assistant Director then outlined the timetable to the Committee as follows:

- Members to consider and work up any schemes July/August 2017;
- To consider any schemes put forward at KLACC at the meeting on 12 September or potentially at the Special Expenses meeting;
- Final deadline for schemes to be submitted to Norfolk County Council is 11 December 2017.

The Committee then discussed possible options. The Assistant Director advised the Committee to contact Paul Donnachie at Norfolk County Council to discuss whether the schemes would be viable.

AGREED: (1) That the update be noted.

(2) That the presentation and contact details for Paul Donnachie be sent to the Committee.

14 **APPOINTMENTS TO PLANNING SUB-GROUP**

The Chairman asked for nominations for the Committee's Planning Sub-Group.

AGREED: (1) That Councillors Miss L Bambridge, Mrs S Collop and C Joyce be appointed to the Sub-Group.

(2) That the Democratic Services Officer to check with Councillors Rochford and Smith to see if they wished to continue to serve on the Planning Sub-Group.

15 **CABINET'S FORWARD DECISION LIST**

The Committee noted the Cabinet's Forward Decision List.

16 **COMMITTEE'S WORK PROGRAMME**

The Committee noted the Work Programme with the inclusion of bus shelters at a future meeting.

17 **DATE OF NEXT MEETING**

An additional meeting of the Committee would be held on **Thursday 24 August 2017 at 6pm** in the **Committee Suite, King's Court, Chapel Street, King's Lynn.**

The next scheduled meeting of the Committee would be held on **Tuesday 12 September 2017 at 6pm** in the **Education Room, Town Hall, Saturday Market Place, King's Lynn.**

The meeting closed at 8.00 pm

Parish Partnership Scheme

- NCC scheme for match funding with Parish Councils for small-scale highway improvement works
- Maximum NCC contribution of £25,000
- Widened out last year to include the unparished parts of the County
- Ward members to put forward a scheme, supported by a business case, to KLACC



Parish Partnership Scheme

- KLACC to then determine any schemes put forward
- One proposal put forward under last year's scheme but was not supported by KLACC
- Timetable
 - Members to consider & work up any schemes July/August 2017
 - To consider any schemes put forward at KLACC on 12th September or potentially at Special Expenses meeting
 - Final deadline for schemes to be submitted to NCC is 11 December 2017



REPORT TO KING'S LYNN AREA CONSULTATIVE COMMITTEE

Committee: King's Lynn Area Consultative Committee

Date: 24th August 2017

Subject: King's Lynn: Public Open Space update (play areas, allotments, dog waste bins, grass cutting review)

Background

1. Members of King's Lynn Area Consultative Committee (KLACC) have already received background information on all the elements covered in this report.

2. This report is an update on the areas that are managed / covered by the Public Open Space service area.

Special Expenses:

Estimate 2017/18	£
Footway Lighting	24,120
Play Areas	30,820
Community Centres	51,060
Closed Churchyards	9,740
Allotments	19,980
Pavilions	32,570
Dog Bins	9,950
Open Spaces	288,600
Bus Shelters	13,000
Total	479,840
Less Council Tax Support Grant	(24,000)
Net total charged as Special Expense	455,840
Tax base 2017/18	9,783
Band D Charge	46.59

Play Areas:

There have been no significant changes in the previous information supplied regarding play areas. However, the Friends of Peppers Green managed to secure WREN funding, which meant that the area could be refurbished with a new layout and equipment being installed. The park reopened on Friday 11th August 2017.

There are no major play area refurbishments planned for this financial year.

Allotments:

There are now 422 plots across 7 allotment sites within King's Lynn which are managed by the Borough Council, charged to Special Expenses. These are:

Curtis Field	8 plots	Ferry Road	70 plots
Gaywood	63 plots	Seven Sisters	7 plots
Ouse Avenue	35 plots	Turbus Road	9 plots
Wardles Chase	118 plots		

North Lynn allotments have now become an association, which has reduced the managed stock by 135 allotments; this has resulted in an income reduction of £4,725 which is slightly off set by an income from the association of £1,250.

There will also be a reduction in the management and administration of allotments, due to the association being formed.

The current charge per m2 is now £0.14 with an average plot costing £35.00 per annum.

New Allotment Rules have now been issued to all allotment holders and some feedback has been received regarding these and the price increases which will be presented via a powerpoint presentation.

Dog Waste Bins:

There are now 126 dog waste bins within King's Lynn, an increase of 12 since the last report; these additional bins are emptied on a weekly basis.

Grass Cutting Review

A full review of the grass cutting regime across the borough was carried out in late 2015 and came into force from March 2016 and was continually reviewed and revised throughout the year, with a full review carried out in late 2016, in preparation for the 2017 season.

A log was established to record any service requests so the situation could be monitored and revised as necessary, to date there have been 6 service requests.

A greater explanation of the grass cutting regime will be give via powerpoint.

**KING'S LYNN AREA CONSULTATIVE COMMITTEE
WORK PROGRAMME 2017/2018**

15 December 2016 – Special Meeting

- Special Expenses and priorities for King's Lynn

5 January 2017

- Volunteering Matters
- Bus Transport - Stagecoach have been invited to attend.
- Parish Partnership Funding
- King's Lynn Safer Neighbourhood Action Panel meetings – Sue Payne
- BT Telephone boxes

27 March 2017

- Influencing decisions – CE and Democratic Services Manager
- Bus Transport – Stagecoach have been invited to attend
- Policing in King's Lynn Inspector Wes Hornigold will attend.
- Footway lights update
- Update on SNAP arrangements

26 June 2017

- Update on St James Surgery - M Henry
- Update on bus shelters – M Henry
- Update on ReFit Programme – N Gromett
- Pavilions and Community Centres – feedback from Informal Working Group
- Appointments to the Planning Sub-Group for 2017/18.
- Parish Partnership Scheme

Special meeting – 24 August 2017

- Public Open Space in King's Lynn – C Bamfield/N Johnson/R Wiseman
- Grass Cutting
- Allotments

12 September 2017

- Parish Partnership Scheme
- Policing in King's Lynn – 6 monthly update - Inspector Wes Hornigold will attend
- Public Toilets
- Update from Freebridge Community Housing

Special Expenses Meeting – 19 October 2017

- Special Expenses
- Parish Partnership Scheme

15 January 2018

- King's Lynn Waterfront
- Update on the Arts Centre
- Bus Shelters – Business Plan

26 March 2018

- Policing in King's Lynn – 6 monthly update

Other Issues:

- Presentation from Voluntary Organisations
- Waste/Recycling
- Role of the Neighbourhood Teams
- Future Housing Development for King's Lynn
- Rail Service – future plans