

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



King's Lynn Area Consultative Committee

Agenda

Monday, 25th March, 2019
at 6.00 pm

in the

**Council Chamber
Town Hall
Saturday Market Place
King's Lynn**



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
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**KING'S LYNN AREA
CONSULTATIVE
COMMITTEE AGENDA**

DATE: MONDAY, 25TH MARCH, 2019

**VENUE: COUNCIL CHAMBER - TOWN HALL, SATURDAY
MARKET PLACE, KING'S LYNN PE30 5DQ**

TIME: 6.00 pm

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. MINUTES OF PREVIOUS MEETING (Pages 6 - 10)

To confirm as a correct record the minutes of the previous meeting.

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. UPDATE FROM BUS COMPANIES

Representatives from Lynx and West Norfolk Community Transport have been invited to attend.

8. POLICING IN KING'S LYNN - 6 MONTHLY UPDATE

To receive the 6 monthly update from the Police.

9. SMOKE CONTROL AREAS IN KING'S LYNN

The Committee will receive a presentation from Dave Robson, Environmental Health Manager (Environment) on Smoke Control Areas in King's Lynn.

10. SPECIAL EXPENSES TOPIC - DOG BINS - TO FOLLOW

To receive an update on dog bins in King's Lynn in relation to Special Expenses.

11. EXCLUSION OF PRESS AND PUBLIC

To consider passing the following resolution:

"That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 of Part 1 of Schedule 12A to the Act".

12. ST GEORGE'S GUILDHALL UPDATE

To receive an update from the Executive Director for Commercial Services.

- RETURN TO OPEN SESSION -

13. COMMITTEE'S WORK PROGRAMME AND CABINET'S FORWARD DECISION LIST (Pages 11 - 15)

The Committee is asked to consider items for a future Work Programme for

The Committee is also asked to consider the Cabinet's Forward Decision List.

14. DATE OF NEXT MEETING

The next meeting of the Committee is scheduled to take place on **Thursday, 20 June 2019 at 6pm** in the Council Chamber, Town Hall, 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 (Vice-Chairman), G Howman, C Joyce, G McGuinness, G Middleton, M Shorting, T Smith, M Taylor, A Tyler (Chairman) and Mrs M Wilkinson

Officers:

Stuart Ashworth – Assistant Director
Chris Bamfield – Executive Director
Martin Chisholm - Business Manager
Dave Robson – Environmental Health Manager (Environment)
Nathan Johnson – Public Open Space Manager
John Hussey – Operations Manager (Streets)

For Further information, please contact:

Kathy Wagg
Democratic Services Officer
Borough Council of King's Lynn & West Norfolk
King's Court, Chapel Street
King's Lynn PE30 1EX

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 Thursday, 17th January, 2019 at 6.00 pm in the Council Chamber - Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillor A Tyler (Chairman)
Councillors Miss L Bambridge, J Collop, Mrs S Collop (Vice-Chairman),
C Joyce, T Smith and Mrs M Wilkinson

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs Buck, G Howman and B Long.

2 MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting held on 29 October 2018 were agreed as a correct record.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 URGENT BUSINESS

There was no urgent business to consider.

5 MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

There were no Members present pursuant to Standing Order 34.

6 CHAIRMAN'S CORRESPONDENCE (IF ANY)

There was no Chairman's correspondence to report.

7 BUSINESS IMPROVEMENT DISTRICT - KING'S LYNN TOWN CENTRE

The Chairman welcomed Darren Taylor, Chairman of the BID and Vicky Etheridge, Manager, Discover King's Lynn to the meeting.

Darren Taylor explained that he was Chairman of the BID and Managing Director of KLFM and had been working on the BID for a

number of years. A vote had been taken in 2014 and was narrowly defeated but a second vote was successful in 2016. The project would last for 5 years.

It was explained that all businesses paid a levy which was spent by the Board of Directors with the overall aim of improvements to the town centre.

Vicky Etheridge went through the presentation to the Committee, which included:

- Future High Streets 2030
- The area covered by the BID
- Picking up issues that mattered most to businesses
- The type of specialist events that the BID were promoting, ie. cocktail week, beauty week, business week.
- Xmas trees in Tower Street
- Street rangers to be in post end of March/April

The Chairman then invited questions/comments from the Committee which are summarised below.

In response to a question, Darren Taylor explained that the BID had a good working relationship with the Council who had been very supportive of the work carried out by the BID. He also explained that there was a formal procedure for grants to businesses. He added that the BID interacted with other agencies as much as they could.

Reference was made to the defibrillators and it was explained that once they went live there would be a press release. The BID had also provided training courses on how to use them.

In response to a question regarding the future of the town centre, Darren Taylor stated that he did not consider the shopping experience to be dead. He added that the role of independent shops was important and that there was still enough of a community spirit in King's Lynn. He considered that somewhere to eat / drink / shop and spend time was the future. Also turning empty buildings in the town centre into residential was important to add to the vitality of the town. The heritage offer also played an important part of the visitor experience.

Councillor Mrs Wilkinson stated that there was a lot interesting things going on within the town, but expressed concern that the BID might be taking on some roles which were the responsibility of the Council. In response, Darren Taylor explained that it was very clear within the BID's Business Plan that it did not exist to take on roles/responsibilities of the Borough Council / Police / Norfolk County Council. The BID would try to work alongside organisations to add a different perspective to things.

With regards to the street rangers, it was explained that they would have an informal role and he explained the types of duties that they would carry out.

Darren Taylor also explained that parking was always an issue and the BID had subsidised free parking after 3 pm on the run up to Christmas, however this had received a mixed response. He added that there were better ways to attract people into town rather than free parking.

Councillor Bambridge added that the Council had tried free parking at certain times however the retailers had reported that this did not improve footfall. She added that she had heard a piece on Radio 4 about making town centres as a destination. She also referred to mixing heritage with shopping.

In relation to car parking, Darren Taylor explained that he considered that the charges at the moment were about right.

The Committee were also informed that the Christmas Market would be taking place again this year and it was hoped that it would be bigger and better than last year. Discussions were taking place with the Borough Council to on how to improve the Farmers Markets.

In response to a comment from Councillor J Collop, it was explained that every business in the area and not just retailers paid a levy.

Discussion took place regarding the number of empty units within the town and it was explained that the BID would do what it could to help and this included working with the heritage offer.

Darren Taylor also explained that the BID was working with the Borough Council to put together an economic prospectus for the town to try to attract investment into the Borough.

Councillor Mrs Nockolds informed the Committee that the Council was looking to provide a creative hub. The Council had also set up a cultural board with various stakeholders. The idea was to bring more footfall into the town centre.

It was highlighted that there were exciting initiatives taking place and reference was made to Collusion's Reveal project over the Christmas period.

The Chairman thanked Darren and Vicky for an interesting presentation and discussion.

8

DEFIBRILLATORS - UPDATE REPORT

The Assistant Director reminded the Committee that at the meeting on 19 June and 20 September 2018 there was a discussion on the issue

of defibrillators and it was requested that an item on the issue should be brought to a future meeting.

As noted in the earlier presentation from the BID they had installed six defibrillators in various locations within the town centre. The defibrillators had been registered with the Ambulance Service and the National Defibrillator Network, and it was understood that they would be adopted by the Community Heartbeat Trust.

The report also outlined the Council owned premises which housed defibrillators and other locations within the town.

AGREED: (1) That, the Committee welcomed the report and noted the locations of the defibrillators within the town centre.

(2) That, the Committee suggested that the location of the defibrillators should be marked out on a town centre map and also publicised on the Council's website.

9 SPECIAL EXPENSES MONITORING REPORT

The Assistant Director presented a report which provided an update on the budget monitoring and outturn position for the Committee on King's Lynn Special Expenses for the year 2018/2019.

The Committee noted that there had been an overspend of £10,056 together with the reasons for the variance as set out in the report.

The next monitoring report would be presented to the Committee at the next meeting on 29 March 2019.

AGREED: That, the Committee noted the monitoring position and project outturn for 2018/2019.

10 FEEDBACK FROM THE INFORMAL WORKING GROUP - COMMUNITY CENTRES - MARKETING UPDATE

Councillor Joyce explained that £1,000 had been ring-fenced to be used as a marketing budget, from a projected underspend at year end, to promote bookings and try to increase income.

Councillor Joyce further explained that the Informal Working Group had met on 1 November and identified a list of actions to be undertaken and went through some of these with the Committee.

AGREED: That a further update be provided to the Committee at a future meeting.

11 **COMMITTEE'S WORK PROGRAMME AND CABINET'S FORWARD DECISION LIST**

The Committee's Work Programme and Cabinet's Forward Decision list was noted.

Councillor Joyce raised the issue of lighting in the town centre and suggested that the County Programme should be looked at.

Councillor Tyler informed the Committee that he would keep them updated on progress with the rail service.

12 **DATE OF NEXT MEETING**

The next meeting of the Committee would be held on Monday, 25 March 2019 at 6pm in the Council Chamber, Town Hall, King's Lynn.

The meeting closed at 7.20 pm

FORWARD DECISIONS LIST

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
26 March 2019	Review of operation of Planning Sifting Panel	Non	Cabinet	Development Exec Dir – G Hall		Public
	Risk Management Policy and Strategy Review	Non	Council	Leader Exec Dir – D Gates		Public
	Record Retention & Disposal Policy Review	Non	Council	Leader Exec Dir – D Gates		Public
11	Notice of Motion 1/19 from Councillor C Joyce	Non	Council	Leader Chief Executive		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Pay Award 2019/20	Non	Cabinet	Leader Exec Dir - D Gates		Public
	Treasury Strategy 2019/2020	Yes	Council	Leader Deputy Chief Executive		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
18 June 2019						
	Strategic Property Acquisition	Key	Cabinet	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information relating to the

						business affairs of any person (including the authority)
	Difficult to Deliver Site – Hunstanton – Housing With Care	Key	Council	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Nar Ouse Enterprise Zone Implementation & Delivery	Key	Council	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
12	Appointments to Outside Bodies	Non	Cabinet	Leader Chief Executive		Public
	Appointments to Joint Safety & Welfare Cttee, Joint Employee Committee and Task Groups	Non	Cabinet	Leader Chief Executive		Public
	Proposed Enforced Sales case & future procedures	Non	Cabinet	Development Exec Dir – G Hall		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Nelson Quay King's Lynn - Planning and Delivery	Key	Cabinet	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt

						Information under para 3 – information relating to the business affairs of any person (including the authority)
	Development Options - Hunstanton	Key	Council	Performance and Economic Development Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
13	Hunstanton Coastal Management Plan	Key	Cabinet	Environment Exec Dir – G Hall		Open
	Cinema Development Tender arrangements	Key	Cabinet	Culture, Heritage & Health Exec Dir – C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Major Housing Phase 3 – Enabling Work for Lynnsport 1	Key	Council	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Major Housing Project 2	Key	Council	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt

						Information under para 3 – information relating to the business affairs of any person (including the authority)
	Management Re-Structure	Non	Cabinet	Leader Chief Executive		Private - Contains exempt Information under para 1 – information relating to the business affairs of any person (including the authority)
	Capital Strategy	Key	Council	Leader Deputy Chief Executive		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
6 August 2019						
	Strategic Property Acquisition	Key	Cabinet	Corporate Projects and Assets Exec Dir - C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
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24 September 2019						
	Cinema Development Tender Results	Key	Cabinet	Culture, Heritage & Health Exec Dir – C Bamfield		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

**KING'S LYNN AREA CONSULTATIVE COMMITTEE
WORK PROGRAMME 2019/2020**

17 January 2019

- Defibrillators – update report.
- Update from the BID
- Special Expenses Monitoring Report
- Informal Working Group – Community Centres: Marketing update

25 March 2019

- Update from Bus Companies – Lynx and WNCT have confirmed their attendance
- Policing in King's Lynn – 6 monthly update
- Smoke Control Areas
- Special Expenses topic – Dog bins
- Exempt item - St George's Guildhall Update

20 June 2019

- Representative from the Hospital Trust??
- Financial Assistance Funding
- Special Expenses topic: Public Open Space (excluding Grounds Maintenance) and Play Areas.
- Review work of the E&C Informal Working Group on Grounds Maintenance.
- Special Expenses topic: Bus Shelters
- Parish Partnership Scheme

19 September 2019

- Potential Budget Training
- Special Expenses topic: Allotments
- Special Expenses topic: Community Centres and Pavilions – update

31 October 2019

- 2020/2021 King's Lynn Special Expenses