

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

CABINET

**Minutes from the Meeting of the Cabinet held on Tuesday, 29th May, 2018
at 5.30 pm in the Council Chamber, Town Hall, Saturday Market Place,
King's Lynn PE30 5DQ**

PRESENT: Councillor B Long (Chairman)
Councillors R Blunt, I Devereux, P Hodson, A Lawrence, Mrs K Mellish and
Mrs E Nockolds

Apologies for absence were received from Councillor A Beales

CAB1 **MINUTES**

RESOLVED: The Minutes of the Meeting held on 17 April 2018 were approved as a correct record and signed by the Chairman.

CAB2 **URGENT BUSINESS**

None

CAB3 **DECLARATIONS OF INTEREST**

None

CAB4 **CHAIRMAN'S CORRESPONDENCE**

The Chairman reported receipt of a letter from Snettisham Parish Council regarding the charging for parish council uncontested elections. He had responded directly.

CAB5 **MEMBERS PRESENT UNDER STANDING ORDER 34**

Under Standing Order 34, the following Councillors attended for the items shown:

Item 10 Cultural Prospectus - Councillor C Joyce

Item 14 Uncontested Parish Election Costs – Councillors Moriarty and Joyce

Item 20 Major Housing Project – Councillors Bird and Joyce

CAB6 **CALLED IN MATTERS**

None

CAB7 FORWARD DECISIONS

The Forward Decisions list was noted

CAB8 MATTERS REFERRED TO CABINET FROM OTHER BODIES

The comments from the Environment and Community Panel on the Charging for Parish elections are contained within the report.

CAB9 CULTURAL PROSPECTUS

Councillor Mrs Nockolds presented a report which invited Cabinet to endorse the attached Cultural Prospectus which links to the Council's Corporate Plan. It was intended to help the Council clarify its approach to Culture and Heritage with key partners and third party funders.

Under Standing Order 34 Councillor C Joyce asked where the finances of any investor for the Nelson Quay had been accrued from. The Chairman explained that this item did not relate to the Nelson Quay.

The Cabinet welcomed the document which linked the cultural heritage and economic and social wellbeing of the Borough. It was hoped that the content of the document would assist with leveraging in funding which to date the Council had not been successful in achieving.

RESOLVED: That the Cultural Prospectus be endorsed.

Reason for Decision

To enable the council to improve collaboration and engagement with partners and funders to improve the cultural offer in West Norfolk.

CAB10 EAST WISBECH BROAD CONCEPT PLAN

Councillor Blunt presented a report which set out the East Wisbech Broad Concept Plan which had been prepared jointly with Fenland District Council to guide the development of adjoining housing allocations in the respective Councils' Adopted Local Plans.

Cabinet welcomed the involvement in the preparation of the document to ensure there was not a negative impact on the Borough. The Principal Planner explained that while the affordable housing levels were different in the two council areas, agreement was reached on the overall level. The two County Councils were also working together on the Plan.

Following a question on the green infrastructure levy, it was confirmed that Fenland had their own version of the scheme, and regarding the A47, it was confirmed that the Steering Group was working on the

transport element which included major changes to the A47 and additional roundabouts and roads in order to improve traffic flow.

It was noted that Fenland District had supported the document.

RESOLVED: That the East Wisbech Broad Concept Plan be approved.

Reason for Decision

To support the statutory Local Plan process and to guide future planning applications in delivering new houses and associated infrastructure.

CAB11 **CONTINUATION OF THE BOROUGH COUNCIL AS PART OF THE CNC BUILDING CONTROL PARTNERSHIP**

Councillor Blunt presented a report which sought to agree confirmation of the continuation of the Local Authority Building Control (LABC) function carried out by CNC Building Control on behalf of the Borough Council, so that it continued for another 5 years.

The Participation Agreement for the provision of Building Control Services was reviewed and updated every 5 years, and it was now due for renewal/review.

The current participation agreement involved 5 Local Authorities, namely South Norfolk Council, who host the Building Control function, Broadland District Council, Norwich City Council, King's Lynn and West Norfolk Borough Council, and Fenland District Council.

The Building Control function has been carried out by CNC on behalf of the Council since October 2010, when the Borough Council joined the partnership. It is considered to work well, and has offered significant financial savings to the Council during the course of its operation.

RESOLVED: That the Council continues to be part of the CNC Building Control partnership for the next 5 years.

Reason for Decision

To ensure the continued provision of a statutory Building Control function through the CNC Building Control partnership.

CAB12 **UPDATE TO THE HEALTH AND SAFETY POLICY**

D Gates, Executive Director presented a report which outlined the authority's statutory obligation to have an appropriate Health, Safety and Welfare Policy. The report highlighted the changes required to the Policy to ensure it remained fit for purpose.

RECOMMENDED: That the revision of the Health, Safety and Welfare General Policy be supported.

Reason for Decision

To ensure that our Policy is compliant with legislative requirements and meets the needs for the policy to be current and relevant to our work.

CAB13 **UNCONTESTED PARISH COUNCIL ELECTION COSTS**

Councillor Long presented a report which proposed to pass on the full costs of uncontested Parish Council Elections to the Parish Councils concerned, both at the four-yearly Parish Council Elections as well as any Casual Vacancies in between.

Under Standing Order 34, Councillor C Joyce asked who set the numbers for petitioning for an election, to which it was confirmed that all the elements were set out in legislation.

Under Standing Order 34, Councillor Moriarty asked for a precis of the response to Snettisham Parish Council, to which Councillor Long explained that he considered that a parish should fund its own election expenses, and it not be paid for by areas which were not affected by it.

Councillor Moriarty expressed the view that political parties should not put up “paper” candidates for election causing what he considered unnecessary elections.

Cabinet considered that candidates standing for election or standing down in Parishes was more prevalent than the Borough positions. It was considered that if standing for a seat the election should be hard fought giving voters the opportunity of choosing from a selection of candidates.

The Chief Executive referred to the letter from Snettisham Parish and commented that the work involved in preparing for an election was far more than listed.

RECOMMENDED: To confirm the proposal to charge Parish Councils for all their own uncontested elections, at a rate not exceeding the actual costs incurred.

Reason for Decision

To re-coup costs incurred by the Borough Council in the organisation of elections on behalf of Parishes.

CAB14 **REDUCTION IN PARISH COUNCIL NUMBERS - DERSINGHAM & NORDELPH**

Councillor Long presented a report which explained that under Schedule 5 of the Local Government and Public Involvement in Health Act 2007, Section 4, 3A(b) the number of Parish Councillors for each Parish is fixed from time to time by the Borough Council. The last occasion this matter was reviewed was in 1991, when the following scale was agreed:

<u>Electorate Councillors</u>	<u>Number of Parish</u>
Up to 300	7
For every additional 300 or part thereof	1

Dersingham Parish Council had requested a reduction in its parish council numbers, but with their current electorate the figure should be 19. Therefore the request for a reduction by 2 or 3 councillors was considered too large and therefore recommended against.

Nordelph Parish Council had requested a reduction by 1 councillor which was in line with the formula. It was recommended that this be approved.

RECOMMENDED:

- (1) That the variation in Parish Councillor numbers for Dersingham not be approved.
- (2) That the variation in Parish Councillor numbers for Nordelph be approved.

Reason for Decision

To ensure that the Council meets its statutory obligation, whilst maintaining the scale previously set by the Council.

CAB15 HILLINGTON POLLING PLACE

Councillor Long presented a report which reminded members of the Council's duty to undertake a review of the polling districts and polling places in respect of Parliamentary electoral areas that fall within the boundaries of the Borough. This review was last conducted in 2013, but it is the Returning Officer's responsibility to keep polling stations under review.

Because there are other buildings which were more suitable, accessible and cost effective, the Returning Officer had inspected available premises and makes the proposal that the Polling Place for Hillington be moved from the Ffolkes Arms to Tapping House. This was supported.

RECOMMENDED: The Polling District and Polling Place Review Schedule attached to the agenda incorporating the change to Hillington Polling Place be adopted.

Reason for Decision

To ensure that the Council meets its statutory obligations.

CAB16 **APPOINTMENTS TO TASK GROUPS, JOINT SAFETY AND WELFARE AND JOINT EMPLOYEE COMMITTEES 2018-19**

Cabinet considered a report inviting Members to agree to arrange for the appointment of members to serve on the Local Plan and Scrutiny Structures Task Groups and the disbanding of the Boundary Review Task Groups; and agree the membership of Joint Safety and Welfare Committee and Joint Employee Committee for 2018/19.

RESOLVED: 1) That officers be instructed to seek the Membership from Group Leaders for the Local Plan and Scrutiny Structures for the new Municipal Year:

- 2) That the Boundary Review Task Group be disbanded.
- 2) That the Membership of the Joint Safety and Welfare Committee and Joint Employee Committee for 2018/19 be made as follows:
 - Joint Safety and Welfare - Councillors B Long, K Mellish and J Westrop.
 - Joint Employee - Councillors I Devereux, M Chenery of Horsbrugh, B Long, K Mellish and J Westrop.

Reason for Decision

To allow the business of the Council to continue into 2018/19 and to begin the work of the newly formed Task Group.

CAB17 **OUTSIDE BODY APPOINTMENTS - EXECUTIVE**

Councillor Long presented a report seeking nominations for Executive appointments to serve on outside bodies and partnerships for 2018/2019. Cabinet agreed that the representatives should remain the same with the addition of Councillor Devereux on the Alive Trust, and Councillor Mrs E Watson as a Sub on the Wash and North Norfolk Coast Marine Partnership.

RESOLVED: 1) That representatives be appointed to serve in an Executive capacity on the outside bodies and partnerships requiring appointment as in the Appendix attached to the report with the addition of Councillor I Devereux onto Alive Trust and Councillor Mrs E Watson as a sub on the Wash and North Norfolk Coast Marine Partnership.

- 2) That the reporting arrangements be noted, as shown in section 3 of the report.
- 3) To note that all other appointments to Outside Bodies will be made at the Council meeting on 14th June 2018.
- 4) That the Cabinet recommends to Council that the Hunstanton Green Joint Management Committee be disbanded.

Reason for decision

To ensure continued involvement in the community by the Council.

CAB18 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: 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 paragraph 3 of Part 1 of Schedule 12A to the Act.

CAB19 KING'S LYNN - MAJOR HOUSING PROJECT - MONITORING REPORT

The Corporate Project Manager presented his report which updated Members on the Major Housing Development and associated projects. To date the Council had delivered the new road between Edward Benefer Way and Lynnsport that has not only provided access to the proposed housing sites, but had also created a new access route to Lynnsport, helping to relieve congestion on the roads and improve air quality in other parts of the town. It had also delivered an additional hockey pitch, 4 new tennis courts and almost doubled the number of car parking places at Lynnsport. Marsh Lane was now delivering much needed housing and 20 units had been sold, with a further 24 units where the price have been agreed and completion was merely awaiting the handover of the completed units, 20 affordable housing prices were agreed and 19 people had placed deposits for first refusal on future properties. The report considered the progress of the project and the financial impact on the project budgets to the end February 2018.

Councillor Long referred to the visit with the Housing Minister to the sites recently where Members and the Minister were pleased with the developments which were progressing well. He wished Cabinet's congratulations be passed to the Corporate Project Manager and his team for the work carried out on the project.

Under Standing Order 34 Councillor Joyce asked how many properties were proposed to be rented, as he considered there was a great need for rentable properties with security of tenure. It was confirmed that should properties not be sold on the open market it was intended to

rent the properties out through the West Norfolk Property Ltd and the rentable properties was to be reviewed in the near future.

Councillor Joyce also asked whether the Council considered carrying out the maintenance on communal areas for the new developments. It was explained that the Council currently managed the open spaces, but not car parking areas or for flats as there were not sufficient resources to do so.

Cabinet commented on the development and the space around each property all of which were within walking distance to the town. Reference was made to the good work of the Hidden Heritage and Gaywood Valley Conservation Group who had done great work in the area and encouraged people to get involved.

Under Standing Order 34, Councillor R Bird asked about progress with the Housing with Care site in Hunstanton. An update on this situation was given to members.

RESOLVED: 1) That the progress made to date with the implementation of the Major Housing Project, the changes to the number of homes to be built and the amendments to the budget set out in the financial implications be noted.

2) That the Executive Director for Commercial Services, in consultation with Portfolio holder for Corporate Projects and Assets and the Portfolio holder for Culture, Heritage and Health be given delegated authority to be able to authorise payments to the value of £100,000 to accommodate early initiatives such as those laid out in paragraph 4.3 of the report. These works being documented in a future report to Cabinet later in the year.

Reason for Decision

To progress the Major Housing Project.

- To achieve significant delivery of sustainable housing over a 4-5 year period.
- To achieve a commercial return for the Council (through capital and revenue receipts).
- To stimulate economic activity in the local area through direct and indirect activity.
- To create apprenticeships.
- To pay for the significant enhancements to the leisure facilities and new road at Lynnsport

The meeting closed at 6.41 pm

