

# **BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**

## **CABINET DECISION SHEET**

**Decision Sheet from the Meeting of the Cabinet held on  
Monday, 11th April, 2022 at 2.00 pm in the Assembly Room, Town Hall,  
Saturday Market Place, King's Lynn**

**PRESENT:** Councillor S Dark (Chair)  
Councillors R Blunt, P Kunes, B Long, G Middleton and S Sandell

Apologies for absence were received from Councillors A Dickinson  
and A Lawrence

### 1 **MINUTES**

**RESOLVED:** The Minutes of the meeting held on 15 March 2022 were agreed as a correct record and signed by the Chair.

### 2 **URGENT BUSINESS**

The Chair reported that in consultation with Councillor Sandell, the Portfolio Holder, and Councillor Middleton Deputy Leader in the Leader's absence, the Chief Executive had taken an urgent decision under her delegated powers in order to permit the Council Tax Energy Rebate Discretionary Scheme to assist households with the rising costs of energy. the government had instructed that the payments had to be made by the end of April.

### 3 **DECLARATIONS OF INTEREST**

None

### 4 **CHAIR'S CORRESPONDENCE**

None

### 5 **MEMBERS PRESENT UNDER STANDING ORDER 34**

Councillor Moriarty items 9 & 12  
Councillor Nockolds item 9  
Councillor Joyce item 9 & 12  
Councillor de Whalley Item 9

### 6 **CALLED IN MATTERS**

None

7 **FORWARD DECISIONS**

The forward decision list was noted

8 **MATTERS REFERRED TO CABINET FROM OTHER BODIES**

The Environment and Community Panel had endorsed the recommendations in the Memorials Safety Policy report.

The recommendations from the joint meetings of Regeneration and Development and Corporate Performance Panel on 30 March and 6 April 2022 on the Guildhall and Creative Hub Options including Governance were sent to Cabinet and were considered along with the report.

9 **GUILDHALL CREATIVE HUB OPTIONS INCLUDING GOVERNANCE**

**RECOMMENDED:**

1. The Council endorses the Vision Manifesto (appendix 1) and the Business Plan (appendix 2) for the Centre for submission to the Towns Fund and NHLF.
2. That following consideration of the options for securing funding for the Guildhall and Creative Hub set out in section 4, the council agrees to amend the capital programme as set out in section 7.3 in the report, to underwrite the match funding required in order to secure the Towns Fund allocation.
3. In the event the NLHF Stage 1 or 2 applications are not successful, a further report be brought back to Cabinet and relevant Panels to confirm the final project scope and extent of funding required as detailed in section 7.3 of the report
4. That following a consideration of the options for a governance and operating model that a new separate entity is formed. That on consideration of options (appendix 3), that this entity is a newly formed for purpose Charitable Incorporated Organisation (CIO).
5. That the process of forming a new Independent CIO with a wholly owned trading subsidiary is commenced and matters relating to this including:
  - Finalising the constitution and Governing Document the way the CIO will run
  - Selecting the Chair and two initial trustees before an application to the Charities Commission is made as detailed in section 5 of the report.

- Choosing a name

are delegated to the Monitoring Officer and Chief Executive in consultation with the Portfolio Holder for Business, Culture and Heritage and the newly formed task group.

6. The financial implications of the decisions as set out in section 7 of this report are endorsed and reflected in the Council's Financial Plan from 2025 onwards
7. Delegate authority to the Assistant Director for Property & Projects in consultation with the Portfolio Holder for Commercial Property to negotiate and conclude the leases with existing tenants.

### **Reason for Decision**

To provide the match funding evidence for the 'Guildhall and Creative Hub' to secure the £4.8m Towns Fund allocation.

A timely decision about how a future enterprise will be governed and the model under which it will operate is an important part of planning the 'Guildhall and Creative Hub' project and the associated funding submissions. The decision will demonstrate to funding bodies that the council is giving careful consideration and certainty at this stage to the future sustainability of the investment being sought and the key documents that will define the relationship between the council and the entity that will run the Guildhall and Creative Hub.

The project directly supports and will deliver against the Council's commitment and ambitions for culture as set out in the Council's Cultural Prospectus and Town Investment Plan (2021).

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### **MEMORIALS SAFETY POLICY**

**RECOMMENDED** 1) That the Council to be invited to adopt the new policy for Memorial Safety Testing and subsequent methodology for dealing with unsafe memorials.

2) That an additional capital amount of £25,000 to test and inspect closed churchyards, with subsequent testing funding by an increase in the annual contributions to reserves be approved.

### **Reason for Decision**

To define a clear policy for the management and any resultant actions with results of memorial safety testing.

To ensure appropriate resources for the testing (ie financial resources)

11 **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 1 of Part 1 of Schedule 12A to the Act.

12 **RESOURCING - FORWARD PLANNING**

**RECOMMENDED:** 1) That an additional full time Executive Director be recruited who will be responsible for Regeneration, Economic Development and Growth

2) That the Chief Executive, and both existing Executive Directors reduce to 4 days (30 hours) as detailed in the report

**Reason for Decision**

To provide sufficient capacity and expertise at a senior level to respond to Towns Fund, Shared Prosperity and Levelling Up funding opportunities. To commence forward planning for resources at Management Team level.

**The meeting closed at 3.28 pm**