

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



COUNCIL MEETING

Agenda

Thursday, 23rd February, 2023
at 4.30 pm

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

Available for the public to view on [WestNorfolkBC on You Tube](#)



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
Telephone: 01553 616200
Fax: 01553 691663

15 February 2023

Dear Councillor

You are hereby summoned to attend a meeting of the **Borough Council of King's Lynn and West Norfolk** which will commence at **4.30 pm** on **Thursday, 23rd February, 2023** in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn to transact the business shown below.

Yours sincerely

Lorraine Gore
Chief Executive

BUSINESS TO BE TRANSACTED

1. PRAYERS

2. APOLOGIES FOR ABSENCE

3. MINUTES

To confirm as a correct record the Minutes of the Meeting of the Council held on 1 December 2022 (previously circulated).

4. DECLARATION 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.

5. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

To receive Mayor's communications and announcements.

6. STATUTORY ITEMS FOR CONSIDERATION (Pages 9 - 56)

a) THE FINANCIAL PLAN 2023/2027 AND COUNCIL TAX RESOLUTION 2023/24 (Document attached)

Pursuant to Minute CAB117: Financial Plan 2022/2027 of the Cabinet Meeting held on 7 February 2023, the “Financial Plan 2022/2027 and Council Tax Resolution 2023/2024” the document attached as a supplementary to the agenda for consideration and decision includes an updated summary of the Financial Plan 2022/2027, the County Council, the Police and Crime Commissioner - Council Tax for 2023/2024 and details of Parish Precepts and Internal Drainage Boards levies for 2023/2024.

NOTE: In accordance with Statutory Instrument 2014 No. 165, Local Government, England, The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, any decision taken on the Council’s Budget or Council Tax setting must be taken with a recorded vote

b) CABINET RECOMMENDATIONS FROM 7 FEBRUARY 2023 (document attached)

CAB118 : Treasury Management Policy
CAB119: Capital Strategy 2023-24
CAB120: Capital Programme 2023-24

7. URGENT BUSINESS (Page 57)

To receive any items of business which in the opinion of the Mayor are urgent.

CAB131: Minor Updates to Delegated Authorities for Revenues

A decision needs taking under the proposals in the recommendations on 24 February 2023.

8. BUSINESS OUTSTANDING FROM 26 JANUARY 2023 COUNCIL MEETING

1) Notices of Motion from 26 January 2023

Notices of Motion

i) To consider the following Notice of Motion (2/23), submitted by Councillor T Parish (Resuming adjourned part heard on 26 January 2023):

‘This Council receives a full briefing on the County ‘devolution’ Deal currently being considered by NCC and, in particular, the impact and ramifications it is likely to have on this Borough Council and its’ inhabitants. The briefing to be shared with officers and employees of the authority.’

ii) To consider the following Notice of Motion (1/23), submitted by Councillor T Parish:

This Council recognises that a very significant commercial campaign to create a barrier across The Wash, for diverse purposes, has been launched and clearly states that the Council's view on the matter is neutral until sufficient information is available, from all appropriate sources, and that this has been considered fully and impartially.

Further, this Council will act as a receptacle and conduit for local comments and opinion about the proposal and provide help and support to local organisations to enable them to make their case for support or rebuttal. The Council will do this via a Task Group set up well prior to the May elections with the brief to determine the framework for such actions and support so that a new administration can easily pick up and continue the work.

iii) To consider the following Notice of Motion (3/23), submitted by Councillor A Kemp:

The Borough Council and the Government's Devolution Deal

In 2016, this Council voted against the Government's Devolution Deal for an Elected Mayor for Norfolk and Suffolk, and an extra tier of Local Government.

Now Govt has offered a new Devolution Deal with an Elected Mayor for Norfolk, but none of the £600 million funding offered over 30 years for infrastructure or the new powers, would come to this Council or the Districts, but would all go to the County Council.

The Elected Mayor would become the County Council Leader and would have extensive Housing powers, Rights of Compulsory Purchase and Land Assembly for development, and could set up a "Mayoral Development Area" in any part of Norfolk, and a "Mayoral Development Corporation".

But Housing is the function of the Local Planning Authority.

The Devolution Deal would take away powers and funding from the District Council and centralise too much power in the hands of the County Council.

This Council will write to the Secretary of State for Communities and Levelling Up to make its views clear that it does not agree with the Deal.

2) Cabinet Members reports - to January 2023 only (Pages 58 - 83)

In accordance with Standing Order 11, to receive reports from Cabinet Members moved en bloc, under Standing Order 11.2 Members of the Council may ask questions of Cabinet Members on their reports and Portfolio areas from that period of time. The order of putting questions shall commence with a

Member from the largest opposition group, proceeding in descending order to the smallest opposition group, followed by a non-aligned Member and finally a Member from the ruling group. This order shall repeat until the time for questions has elapsed or there are no more questions to be put.

The period of time for putting questions and receiving responses shall not exceed 50 minutes for all Cabinet Members, excluding the Leader

The period of time for putting questions and receiving responses to the Leader shall not exceed 15 minutes.

(Councillors are reminded that this is a question and answer session not a debate.)

Corporate Services - Councillor H Humphrey

Environment - Councillor P Kunes

Development - Councillor R Blunt

Finance – Councillor A Dickinson

Property – Councillor A Lawrence

People and Communities – Councillor S Sandell

Deputy Leader and Business, Culture & Heritage – Councillor G Middleton

Leader - Councillor S Dark

3) Members Question Time

In accordance with Standing Order 11.2 (b), Members of the Council may ask any questions of the Chair of any Council Body (except the Cabinet).

9. PETITIONS AND PUBLIC QUESTIONS

To receive petitions and public questions in accordance with Standing Order 9.

10. RECOMMENDATIONS FROM COUNCIL BODIES

(Members are reminded this is a debate, not a question and answer session)

To consider the following recommendations to Council:

1) Cabinet: 8 February 2023 (Pages 84 - 87)

CAB129: Hunstanton Multi User Hub and Transport Interchange

CAB130: Officer Delegated Decisions – Call In

CAB132: Council Meeting Arrangements

11. NOTICES OF MOTION

- i) To consider the following Notice of Motion (4/23), submitted by Councillor Dark

One year on from the Putin regime's illegal and immoral invasion of Ukraine that has caused intolerable death, destruction and misery this council thanks all those locally who have opened their homes and hearts to the 400 refugees who have settled in West Norfolk and the staff of our reception centre and partner agencies who have worked so hard to support them. We also recommit our condemnation of the war, call for its cessation and withdraw of the invading forces and our support to the Ukrainian people for as long as is needed.

- ii) To consider the following Notice of Motion (5/23), submitted by Councillor Dark

The Medworth Incinerator, Wisbech is currently at the 'interested party' submission hearing stage. This application is continuing to be brought forward causing concern to residents, despite in principle opposition from this council, Norfolk County Council and several other councils. It is now several months since our earlier widely supported motion stating our council's opposition to this scheme. At this important stage we clearly re-state our opposition to reassure residents of our consistency in this and instruct officers to continue this approach in their submissions and interactions on this issue.

12. CABINET MEMBERS REPORTS (Pages 88 - 109)

In accordance with Standing Order 11, to receive reports from Cabinet Members moved en bloc, under Standing Order 11.2 Members of the Council may ask questions of Cabinet Members on their reports and Portfolio areas. The order of putting questions shall commence with a Member from the largest opposition group, proceeding in descending order to the smallest opposition group, followed by a non-aligned Member and finally a Member from the ruling group. This order shall repeat until the time for questions has elapsed or there are no more questions to be put.

The period of time for putting questions and receiving responses shall not exceed 50 minutes for all Cabinet Members, excluding the Leader

The period of time for putting questions and receiving responses to the Leader shall not exceed 15 minutes.

(Councillors are reminded that this is a question and answer session not a debate.)

Corporate Services - Councillor H Humphrey
Environment - Councillor P Kunes
Development - Councillor R Blunt
Finance – Councillor A Dickinson
Property – Councillor A Lawrence
People and Communities – Councillor S Sandell
Deputy Leader and Business, Culture & Heritage – Councillor G Middleton

Leader - Councillor S Dark – to follow

13. MEMBERS QUESTION TIME

In accordance with Standing Order 11.2 (b), Members of the Council may ask any questions of the Chair of any Council Body (except the Cabinet).

Lorraine Gore
Chief Executive

CAB117 **THE BUDGET 2022-27**

[Click here to view a recording of this item on YouTube](#)

Councillor Dickinson presented the budget confirming that the Council could present a funded budget for three years of the medium-term financial plan. However, the General Fund Balance would be depleted to the minimum reserve level in 2025/2026 and the budget was reliant on earmarked reserves being released to the value of £2,887,680 and there remained an estimated budget gap of £5,260,580, in 2026/2027 year four of the Plan, which would need to be addressed. Alongside this, there was also significant uncertainty from 2023/2024 onwards. This was due to a combination of financial impact of inflation on the local business and individuals and on service provision costs and the decision by Government to add further delay to the implementation of the reforms to the business rates retention scheme and the Fair Funding Review. The council was placed in a difficult position in being unable to determine with any certainty the future funding position beyond 2024/2025, which was a considerable downside risk.

Assistant Director and S151 Officer, M Drewery explained that the budget had a suite of papers which were on the agenda. She explained each section of the budget report and reported that the final settlement had been received the previous day with some increases to both the Rural Services Delivery Grant and Services Grant but these were offset by the reduction in the Funding Guarantee Grant which meant there was no increase overall to the Borough. The figures would be updated in the report to Council. The Assistant Director drew attention to the fact that the Council's element of the Council Tax collected was 7% of the total figure, of which 3% went to the IDBs, leaving 4% for the Borough to deliver its services. The Borough's proposed Council Tax increase for the year was £5 per annum, which was £4.50 and 50p for special expenses. She confirmed that in her position of S151 Officer she had set out her view on the robustness of the budget.

Under standing order 34 Councillor de Whalley stated that the fact that officer time was spent chasing pots of money whilst the council was struggling to provide basic services which he felt had to change.

Under standing order 34 Councillor Morley congratulated the Assistant Director and her team on the budget report and briefings given. He made the following points:

- He wished to know whether the Borough would be disadvantaged regard to the Business rates income with the County Deal;
- He suggested that the County Council and Police Commissioner be pre warned that in future years the Council Tax Support figure may be increased to 100%.
- He wanted to see more lobbying on the cost of IDBs, drawing attention to the fact that people living on higher ground were supplementing the flood risk areas.
- He felt that the charges for the brown bin should have increased
- He considered direct overheads were not factored into service charges
- He wanted to see priority based budgeting, but acknowledged that the council didn't have the resources to do so.

Under standing order 34 Councillor Parish thanked the Assistant Director for her report and the presentations. He acknowledged that life would be easier if adequate funds were provided by the Government, and the Government needed to be bold on the funding of IDBs.

Under standing order 34 Councillor Joyce considered it an electioneering budget. He commented that he hadn't received assistance from the finance department, and would be putting forward amendments at Council. He drew attention to the gradual diminishment of the Government funding for IDBs which needed to be lobbied about. He questioned why energy prices would now be fixed when oil and gas prices were reducing, and where investments were made.

Councillor Dark reminded Members that there was a briefing and a Joint Panels meeting held the previous week which allowed for questions and interaction, but which had not been attended by many of Councillor Joyce's group.

Councillor Middleton spoke in support of the budget and the growing economy and aspirations for the area with the large amount of grant funding which had been received; he responded to points which had been made by other Councillors.

Councillor Sandell confirmed she felt it was a prudent budget, Councillor Blunt congratulated Councillor Dickinson and the Assistant Director on the budget, confirming there were challenges ahead, and confirmed his concern about the funding of the IDBs.

Councillor Humphrey also congratulated on the budget, drew attention to the opportunities to ask questions etc at the joint panels meeting and hoped the situation with the IDBs would be resolved.

In summing up Councillor Dark commented on the challenges of the last 4 years, and the work with Government, MPs and the County Council to secure funding for west Norfolk. He commended the balanced budget for 3 years with work to do for the fourth year. In commenting on the funding situation for the IDBs and commended the work of the IDBs but called on them to be funded fairly. He also drew attention to the fees and charges which he felt residents would not be happy to increase. He drew attention to the Joint Panels support of the budget and the minutes from the Business Rates and Voluntary sector meeting.

RECOMMENDED: 1) That Council note the revision to the Forecast for 2022/2023 as set out in the report.

2) That Council approves the Policy on Earmarked Reserves and General Fund Balance and the maximum balances set for the reserves as noted in the report and at Appendix 7 to the report.

3) That Council :

1) Approves the budget requirement of £22,287,700 for 2023/2024 and notes the projections for 2024/2025, 2025/2026 and 2026/2027.

- 2) Approves that the pension lump sum payments are paid in advance for three years at a value of £5.430m.
 - 3) Approves the level of Special Expenses for the Town/Parish Councils as detailed in the report.
 - 4) Approves the Fees and Charges 2023/2024 detailed in Appendix 4.
 - 5) Approves a Band D council tax of £143.87 for 2023/2024.
- 4) That Council approves a minimum requirement of the General Fund balance for 2023/24 of £1,114,390.
- 5) That pursuant to Section 25 of the Local Government Act, Council is asked to have due regard to this statement at Section 9 of this report when considering and approving the budget and the level of council tax for 2023/2024.

Reason for decision

In order to set a budget for 2023-27.

**The
FINANCIAL PLAN 2022/2027
and
COUNCIL TAX RESOLUTION
2023/2024**

**As submitted to the
Council**

23 February 2023

**Michelle Drewery
Assistant Director Resources (S151 Officer)**

The Financial Plan 2022/2027 and Council Tax Resolution 2023/2024

CONTENTS

Paragraph

- 1 Introduction
- 2 Financial Plan 2022/2027
- 3 Capital Programme and Treasury Management
- 4 Parish Precepts and Special Expenses 2023/2024
- 5 General Fund Balances
- 6 Council Tax Resolution 2023/2024 (including recommendations)

Appendix

- 1 Financial Plan 2022/2027
- 2 Summary of Expenditure and Income 2023/2024
- 3 Fees and Charges 2023/2024
- 4 Parish Taxbases and Parish Precepts 2023/2024
- 5 Special Expenses
- 6 Parish Precept per Banding
- 7 Total Council Tax per Banding

The Financial Plan 2022/2027 and Council Tax Resolution 2023/2024

1. Introduction

- 1.1 This report presents a summary of the Financial Plan 2022/2027 as presented to Cabinet on 7 February 2023. It updates the revenue budgets for 2023/2024 and projections for 2024/2025, 2025/2026 and 2026/2027, for changes since the report was presented to Cabinet.
- 1.2 The report also details the Council Tax Resolution for 2023/2024 as required by the Local Government Finance Act 1992.

2. Financial Plan 2022/2027

- 2.1 On 7 February 2023, Cabinet was presented with details of the Council's medium-term financial plan in the document "The Financial Plan 2022/2027". This document set out in detail the General Fund revenue budgets and projections for 2022/2027. An updated summary of the projections can be found at Appendix 1. The report and the associated recommendations were subsequently approved by Cabinet.
- 2.2 On 7 February 2023, the Department for Levelling Up, Housing and Communities laid the statutory reports in the House of Commons and published the documents online for the 2023/2024 local government finance settlement. This follows on from the provisional settlement consultation announced in December. Full details can be found on the gov.uk website at [Final local government finance settlement: England, 2023 to 2024 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/final-local-government-finance-settlement-england-2023-to-2024). The final settlement needs to be approved by the House of Commons.
- 2.3 The Final Settlement made changes to grant allocations from those set out in the provisional settlement. However, this has a nil effect on the Financial Plan 2022-2027 in 2023/2024, which can be seen in the below table. Due to the increase in Rural Services Delivery Grant, this has resulted in an increase in future year assumptions.

	Provisional	Revised Allocation	Adverse / (Favourable)
Funding	£	£	£
Revenue Support Grant	(952,100)	(952,100)	0
Rural Services Delivery Grant	(485,690)	(542,830)	(57,140)
Funding Guarantee Grant	(680,710)	(614,790)	65,920
Service Grant	(213,310)	(222,090)	(8,780)
Council Tax Support Fund	(250,000)	(250,000)	0
Other Government Grants	(2,581,810)	(2,581,810)	0
New Homes Bonus	(14,560)	(14,560)	0
Total	(2,596,370)	(2,596,370)	0

The Financial Plan 2022/2027 has been updated with these changes as reflected in Appendix 1.

2.4 The final schedule of fees and charges for 2023/2024 are included in Appendix 3 for adoption from 1 April 2023.

3. Capital Programme

3.1 Following the meeting of the Cabinet on 7 February 2023 there are no further updates to the capital programme.

4. Parish Precepts and Special Expenses 2023/2024

4.1 The Council has now received all parish precept requests for 2023/2024 and figures included in the budget are now formally approved by all Parish/Town Councils as detailed in Appendix 4. There has been no change to the special expenses figures since they were presented to Cabinet on 7 February 2023 as detailed in Appendix 5.

5. General Fund Balances

5.1 The working balances of the Council will be used to support the budget requirements during the period 2023/2027. These balances are reduced to the minimum required level in 2025/2026 leaving a budget gap to be addressed. The MTFP confirms the need for a review of reserves to release funds totalling £2,860,646 to fund the budget. Some capital projects are in part funded with contributions from reserves and therefore will require further consideration where this is the case.

5.2 As reported to Cabinet and reflecting the changes set out in this report, the general fund balances are estimated as follows:

Projected Movements in General Fund Balances	2022/2023 £	2023/2024 £	2024/2025 £	2025/2026 £	2026/2027 £
Balance b/f (Subject to Completion of Audit 2019/20)	8,983,760*	9,233,590	5,832,716	4,429,726	1,391,866
Repurposed Earmarked Reserves	587,060	2,860,646	0	0	0
Pension Lump Sum - Early Payment		(3,620,000)	1,810,000	1,810,000	0
Estimated Contribution To/(From) General Fund Balance	(337,230)	(2,641,520)	(3,212,990)	(4,847,860)	0
Balance c/f	9,233,590	5,832,716	4,429,726	1,391,866	1,391,866
Minimum Reserve Level (5% of Budget Requirement)	1,077,750	1,114,390	1,124,790	1,106,910	1,391,866

*Subject to Completion of Audit 2019/20.

6. COUNCIL TAX RESOLUTION 2023/2024

6.1 The Council Tax Resolution 2023/2024 deals with the recommendations of the Cabinet meeting on 7 February 2023 and the resolution to set the Council Tax for 2023/2024.

- 6.2 Norfolk County Council met on the 21 February 2023 to set its Council Tax and have approved a 4.99% increase on 2022/23 levels (a general council tax increase of 2.99% on the 2022/2023 levels and 2% Adult Social Care precept).
- 6.3 The Norfolk Police and Crime Panel met on 2 February 2023 and endorsed an increase in Council Tax for the Norfolk Police and Crime Commissioner of 5.19% (£14.94) on a Band D property.
- 6.4 The Referendums Relating to Council Tax Increases (Principles) (England) Report 2023/2024 presented to the House of Commons pursuant to section 52ZD (1) of the Local Government Finance Act 1992 as inserted by Schedule 5 to the Localism Act 2011 makes provision for Council Tax referendums to be held if an authority increases its basic amount of Council Tax in excess of principles determined by the Secretary of State.
- 6.5 The excessiveness principles are set each year and the Secretary of State has determined that:
- For 2023/2024, the relevant basic amount of council tax for Norfolk County Council is excessive if the authority's relevant basic amount of council tax for 2023/2024 is 5% (comprising 2% for expenditure on adult social care, and 3% for other expenditure), or more than 5% greater than its relevant basic amount of council tax for 2022/2023.
 - For 2023/2024, the relevant basic amount of council tax for the Borough Council of King's Lynn and West Norfolk is excessive if the authority's relevant basic amount of council tax for 2023/2024 is:
 - 3%, or more than 3%, greater than its relevant basic amount of council tax for 2022/2023; and
 - more than £5.00 greater than its relevant basic amount of council tax for 2022/2023.
 - For 2023/2024, the relevant basic amount of council tax for the Norfolk Police and Crime Commissioner is excessive if the authority's relevant basic amount of council tax for 2023/2024 is more than £15.00 greater than its relevant basic amount of council tax for 2022/2023.
 - Local precepting authorities (parish and town councils) are not subject to Council Tax referendums in 2023/2024 (but could be in future years depending on the excessiveness principles which may apply in those years).
- 6.6 The following recommendations 1 to 9 deal with the approval of the Budget, the Policy on Earmarked Reserves and the General Fund Balance, Fees and Charges, minimum requirement of the general fund balance, the Capital Programme and the Treasury Management Strategy.
- 6.7 The recommendations 10 to 12 deal with the final recommendation of the Cabinet – the setting of the council tax. Recommendations 13 and 14 provide for officers to properly demand and take action to recover council tax.

Pursuant to Agenda Item 11: Financial Plan 2022/2027, of the Cabinet Meeting held on 7 February 2023 Council is requested to:

- 1) Approve the revision to the Budget for 2022/2023 (as set out in Appendix 1 of this report).
- 2) Reaffirm the Policy on Earmarked Reserves and General Fund Working Balance and the maximum balances set for the reserves as detailed in Appendix 7 of “The Financial Plan 2022/2027” as reported to Cabinet on 7 February 2023
- 3) Approve the budget of £22,287,700 for 2023/2024 and note the projections for 2024/2025, 2025/2026 and 2026/2027 (as set out in Appendix 1 of this report).
- 4) Approves that the pension lump sum payments are paid in advance for three years at a value of £5.430m.
- 5) Approve the Fees and Charges for 2023/2024 as detailed in Appendix 3 of this report.
- 6) Approve a minimum requirement of the General Fund balance for 2023/2024 of £1,114,390.
- 7) Pursuant to Section 25 of the Local Government Act, have due regard to the statement of the Section 151 Officer at Section 9 of the Financial Plan 2022/2027 as reported to Cabinet on 7 February 2023
- 8) Approve the Capital Programme 2022/2027 as reported to Cabinet on 7 February 2023.
- 9) Approve the Treasury Management Strategy 2023/2024 as reported to Cabinet on 7 February 2023.

The Local Authorities (Calculation of Tax Base) (England) Regulations 2012 contain rules for the calculation of the Council Tax Base, which is an amount required by the Local Government Finance Act 1992 to be used in the calculation of the tax by the Council as the billing authority, and Norfolk County Council and the Norfolk Police and Crime Commissioner as major precepting authorities, and in the calculation of the precept payable by the Council to the County Council and Norfolk Police and Crime Commissioner. **Under Officer Delegated Decision the Council Tax Base was calculated as follows for the year 2023/2024:**

Number of dwellings in each Council Tax band; taking into account the multipliers, discounts, exemptions, rate of collection and Council Tax Support.
--

- (a) 52,984 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as its Council Tax Base for the year.

The tax base for each Parish

- (b) the amounts listed in Appendix 5, (Column headed - Taxbase) being the amounts calculated by the Council, in accordance with Regulation 6 of the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as the amount of its Council Taxbase for the year for dwellings in those parts of its area to which one or more special items relate.

10) Approve that the following amounts be now calculated by the Council for the year 2023/2024 in accordance with Sections 31A to 36 of the Local Government Finance Act 1992 (as amended by S74 of the Localism Act 2011):

Total expenditure

- (a) £96,891,100 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) (a) to (f) of the Act. (See Appendix 2 of this report).

Total income

- (b) £85,319,550 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) (a) to (d) of the Act. (See Appendix 2 of this report).

The difference between expenditure and income

- (c) £11,571,550 being the amount by which the aggregate at 10(a) above exceeds the aggregate at 10(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its total budget for the year. (See Appendix 2 of this report).

Average Council Tax for Band D property (Borough and Parish)

- (d) £218.40 being the amount at 10(c) above divided by the amount at 9(a) above, calculated by the Council in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year.

The total of Parish Precepts and Special Expenses

- (e) £3,948,740 being the aggregate amount of all special items referred to in Section 34(1) of the Act.

The Borough Council's Council Tax for a Band D property (excluding Parish Precepts and Special Expenses)

- (f)(1) £143.87 being the amount at 10(d) above less the result given by dividing the amount at 10(e) above by the amount at 9(a) above, calculated by the

Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.

The Borough Council's Council Tax for each valuation band

(f)(2)

A	B	C	D	E	F	G	H
£95.91	£111.90	£127.88	£143.87	£175.84	£207.81	£239.78	£287.74

The Borough, Special Expenses and Parish Councils' Council Tax for a Band D property in each Parish

(g) the amounts listed in Col (4), Appendix 5 Special Expenses and Appendix 6 Parish Precepts, when added to the amount at 10 (f)(1) above being the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned divided in each case by the taxbases in Appendix 4 calculated by the Council, in accordance with Section 34(3) of the Act, gives the basic amounts of its Council Tax for the year for dwelling in those parts of its area to which one or more special items relate.

The Borough and Parish Councils' Council Tax for each tax band in each Parish

(h) the amounts listed in Cols (1) to (8), Appendix 5 Special Expenses and Appendix 6 Parish Precepts, together with the amounts shown above in 10(f)(2) as valuation bands A to H - being the amounts given by multiplying the amounts at 10(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band, divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36 of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

11) Note that for the year 2023/2024 Norfolk County Council and the Norfolk Police and Crime Commissioner have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Valuation Band	Norfolk County Council Non-Adult Social Care charge	Norfolk County Council Adult Social Care Precept	Norfolk Police and Crime Commissioner	Charge in Relation to Band D

Valuation Band	Norfolk County Council Non-Adult Social Care charge	Norfolk County Council Adult Social Care Precept	Norfolk Police and Crime Commissioner	Charge in Relation to Band D
A	£930.84	£130.92	£201.96	6/9ths
B	£1,085.98	£152.74	£235.62	7/9ths
C	£1,214.12	£174.56	£269.28	8/9ths
D	£1,396.26	£196.38	£302.94	9/9ths
E	£1,706.54	£240.02	£370.26	11/9ths
F	£2,016.82	£283.66	£437.58	13/9ths
G	£2,327.10	£327.30	£504.90	15/9ths
H	£2,792.52	£392.76	£605.88	18/9ths

The total Council Tax for each band in each parish (Appendix 7)

- 12) **Approve that, having calculated the aggregate in each case of the amounts at 10(h) and 11 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets these as the amounts of Council Tax for the year 2023/2024 for each of the categories of dwellings shown.**

- 13) **Approve that the Assistant Director Resources (S151 Officer), Revenues and Benefits Manager, Revenues Manager, Revenues Team Leaders, Committal Manager, Committal Officer, Non-Domestic Rates Officer, Generic Revenues and Benefits Officers, Revenues Officers and Revenues Assistants be authorised to demand and recover, in accordance with the Local Government Finance Act 1992, the Council Tax set by this resolution, the Non Domestic Rates payable by Ratepayers and the annual Business Improvement District Levy, and be authorised to appear on behalf of the Council in Magistrates' Courts in respect of recovery proceedings.**

- 14) **Approve that the Officers be authorised to give notice of the setting of the Council Tax in accordance with Section 96 of the Local Government Finance Act 1992.**

Appendix 1 - Medium Term Financial Plan 2022 to 2027

Assistant Director	Original Budget 2022-2023	Revised Estimate 2022-2023	Proposed Estimate 2023-2024	Proposed Estimate 2024-2025	Proposed Estimate 2025-2026	Proposed Estimate 2026-2027
Central Services	3,186,160	3,205,570	3,635,390	3,754,160	3,876,460	4,003,470
Health, Wellbeing and Public Protection	401,030	384,300	817,860	963,430	1,137,360	1,278,390
Programme & Project Delivery	234,530	216,980	(448,360)	(593,680)	(756,170)	(830,420)
Legal Services	486,440	462,630	668,300	457,550	479,720	502,840
Environment & Planning	1,630,860	1,501,180	1,812,630	1,935,300	2,099,720	2,222,310
Operations & Commercial	1,174,450	1,441,740	2,977,650	2,925,380	2,995,250	2,797,460
Property & Projects	(1,441,640)	(1,324,370)	(1,031,220)	(931,460)	(871,030)	(808,920)
Regeneration, Housing & Place	867,590	906,030	912,730	935,840	959,840	984,870
Resources (S151 Officer)	7,982,060	8,059,220	8,633,910	9,111,460	9,610,050	10,096,720
Chief Executive	101,300	101,300	162,720	169,250	176,060	183,160
Leisure & Community Facilities	1,075,400	1,607,820	2,196,810	2,201,450	2,261,580	2,319,170
Financing Requirement	2,320,670	2,320,670	1,343,670	1,487,580	1,685,060	1,716,160
Drainage Boards	3,009,220	3,009,220	3,247,130	3,292,600	3,332,090	3,372,100
Borough Spend	21,028,070	21,892,290	24,929,220	25,708,860	26,985,990	27,837,310
Contributions to/(from) General Fund Balance	526,990	(337,230)	(2,641,520)	(3,212,990)	(4,847,860)	0
Borough Requirement	21,555,060	21,555,060	22,287,700	22,495,870	22,138,130	27,837,310

Revenue Support Grant	(647,530)	(647,530)	(952,100)	(961,620)	(971,240)	(980,950)
Rural Service Delivery Grant	(485,690)	(485,690)	(542,830)	(542,830)	(542,830)	(542,830)
New Homes Bonus	(589,610)	(589,610)	(14,560)	0	0	0
Other Government Grants	(629,760)	(629,760)	(1,086,880)	(836,880)	0	0

Taxation

Business Rates	(11,292,980)	(11,292,980)	(12,068,520)	(12,248,790)	(12,432,670)	(12,620,230)
Business Rates Reserves	(552,090)	(552,090)	0	0	0	0
Collection Fund Surplus	(25,000)	(25,000)	0	0	0	0

Council Tax Band D	139.37		143.87	148.37	152.87	157.37
Council Tax Base	52,611		52,984	53,284	53,584	53,884
Council Tax	(7,332,400)	(7,332,400)	(7,622,810)	(7,905,750)	(8,191,390)	(8,479,730)

Funding Position	0	0	0	0	0	5,213,570
-------------------------	----------	----------	----------	----------	----------	------------------

Projected Movements in General Fund Balances	2022-2023 £	2023-2024 £	2024-2025 £	2025-2026 £	2026-2027 £
Balance b/f (Subject to Completion of Audit 2019/20)	8,983,760	9,233,590	5,832,716	4,429,726	1,391,866
Repurposed Earmarked Reserves	587,060	2,860,646	0	0	0
Pension Lump Sum - Early Payment		(3,620,000)	1,810,000	1,810,000	0
Estimated Contribution To/(From) General Fund Balance	(337,230)	(2,641,520)	(3,212,990)	(4,847,860)	0
Balance c/f	9,233,590	5,832,716	4,429,726	1,391,866	1,391,866
Minimum Reserve Level (5% of Budget Requirement)	1,077,750	1,114,390	1,124,790	1,106,910	1,391,866

Appendix 2 - Summary of Expenditure and Income 2023/2024

Line Number	Item	Gross Expenditure £	Gross Income £	2022/2023 Estimate £
1	Central Services	4,518,600	(883,210)	3,635,390
2	Chief Executive	162,720	0	162,720
3	Environment & Planning	6,960,910	(5,148,280)	1,812,630
4	Health, Wellbeing and Public Protection	3,713,740	(2,895,880)	817,860
5	Legal Services	944,040	(275,740)	668,300
6	Leisure & Community Facilities	3,095,870	(899,060)	2,196,810
7	Operations & Commercial	18,598,280	(15,620,630)	2,977,650
8	Programme & Project Delivery	224,990	(673,350)	(448,360)
9	Property & Projects	2,216,470	(3,247,690)	(1,031,220)
10	Regeneration, Housing & Place	912,980	(250)	912,730
11	Resources (S151 Officer)	33,718,500	(25,084,590)	8,633,910
12	Financing Adjustment	1,343,670	0	1,343,670
13	Internal Drainage Board	3,247,130	0	3,247,130
14	Contribution to General Fund Balance	0	(2,641,520)	(2,641,520)
15	Borough Budget Requirement	79,657,900	(57,370,200)	22,287,700
16	Parish Precepts	3,139,140	0	3,139,140
17	Special Expenses	809,600	0	809,600
18	Business Rates Retention	13,284,460	(25,352,980)	(12,068,520)
19	Government Grants	0	(2,596,370)	(2,596,370)
20	Total Budget 2022/2023	96,891,100	(85,319,550)	11,571,550

FEES & CHARGES

Contents		Page
Kings Lynn Arts Centre		2
Stories of Lynn		2
Hall and Room Hire		2
Community Centres		3
Recreation	Grass Pitches	3
	Seasonal Amenities	3
Trade Waste Collection		4
Domestic Refuse collection		4
Markets		5
Hanging Baskets and Allotments		5
Careline		5
Housing Standards		5
CCTV		5
Administrative Services		6
Car and PSV Parking		7 - 8
Funeral Services		9 - 10
Environmental Health and Protection		
	Ship Sanitation Certificate	11
	Stray Dog Recovery	11
	Export Certificate	11
	Food	11
	Water Sampling	11
Licensing		
	Street Trading	12
	Scrap Metal	12
	Sex Establishments	12
	Animal Welfare Licensing	12
	Miscellaneous Licenses	12
	Licensing Act 2003	13
	Gambling Act 2005	14
	Private Hire and Hackney Carriage	14
Housing Standards		15

In January 2005 the Council delegated authority to the Executive Director of the appropriate service to vary charges, having regard to market conditions and the Council's policy framework. This being the case the charges shown in this booklet may change during the year. You may wish to check with the service provider before using the service.

The Council publishes its latest fees and charges on the Council website:

www.west-norfolk.gov.uk

Arts and Entertainment

Neil Gromett

	CHARGE 2022/23 £	PROPOSED CHARGE 2023/24
GUILDHALL- 01553 765565		
Posting Tickets	1.00	1.00
Hirings		
Access from 14:00 hrs – clearance by 24:00 hrs		
Commercial		
Monday - Thursday	796.00	796.00
Friday - Sunday	915.00	915.00
Earlier access / rehearsal (per hour)	79.00	79.00
Base hire charge plus 10% of gross box office takings		
Local Arts Organisations		
Monday - Thursday	485.00	485.00
Friday - Sunday	526.00	526.00
Get in / rehearsal rate / excess hours (per hour)	62.00	62.00
Base rate plus 5% of gross box office takings		
The above hire charges include Box Office facilities, Front of House Staff and 2 technicians and all available in house equipment.		
For hire charges relating to events and exhibition spaces please call (01553) 779095		

Tourism

	CHARGE 2022/23 £	PROPOSED CHARGE 2023/24
STORIES OF LYNN - 01553 774297		
Admissions		
Adults	3.95	3.95
Juniors	1.95	1.95
Concessions	2.95	2.95
Family (2 adults and 2 children)	9.85	9.85
Adult Group	3.55	3.55
Concession Group	2.65	2.65
Child Group	1.75	1.75
Sunday Joint Adult	5.95	5.95
Sunday Joint Concession	3.95	3.95
Sunday Joint Child	2.95	2.95
Adult with Norfolk Museum Pass	3.20	3.20
Child with Norfolk Museum Pass	1.60	1.60
Adult with Friend of KL Museum Pass	3.55	3.55
Child with Friend of KL Museum Pass	1.75	1.75
South Gate/Red Mount Chapel combined ticket - Adult	FREE	FREE
South Gate/Red Mount Chapel combined ticket - Accompanied children	FREE	FREE

Hall and Room Hire

	CHARGE 2022/23 £	PROPOSED CHARGE 2023/24
TOWN HALL, KING'S LYNN - 01553 775839		
Stone Hall/Assembly Room Suite		
Charge per hour		
Monday - Thursday	80.00	80.00
Friday	106.00	106.00
Saturday & Sunday	132.00	132.00
Wedding - Ceremony only - Weekday	488.00	488.00
Wedding - Ceremony only - Friday	626.00	626.00
Wedding - Ceremony - Weekend	765.00	765.00
Wedding - Ceremony & Reception - Monday to Thursday	1,035.00	1,035.00
Wedding - Ceremony & Reception - Friday	1,461.00	1,461.00
Wedding - Ceremony & Reception - Saturday and Sunday	1,877.00	1,877.00
Card Room (Meetings, Whist Drives etc.)		
Charge per Hour - Monday to Friday	80.00	80.00
Charge per Hour - Saturday and Sunday	132.00	132.00
Meeting Rooms - Charge per hour - Monday to Friday		
	49.00	49.00
Meeting Rooms - Charge per hour - Saturday and Sunday		
	93.00	93.00
Set-up time per hour - subject to availability on same day as booking If needed the day before booking the usual daily rate applies - with minimum 4 hours charge		
	52.00	52.00
Use of Kitchen (per booking)		
	73.00	73.00
Corkage charge per bottle		
	4.00	4.00
Hire of Public Address System		
	80.00	80.00
Additional charge after midnight		
	251.00	251.00
50% surcharge for bank holiday bookings		
COUNCIL OFFICE, CHAPEL ST, KING'S LYNN - 01553 616200		
Meeting Rooms		
Charge per Hour	Price varies dependant on the room hired	36.00 to 41.00

Community Centres

	CHARGE 2022/23 £	PROPOSED CHARGE 2023/24
SOUTH LYNN COMMUNITY CENTRE - 01553 763620		
Main Hall		
Off Peak per hour	21.80	21.80
Peak per hour	29.00	29.00
Community Rooms per hour		
	18.80	18.80
Children's party - 3 hour package		
	70.00	70.00
FAIRSTEAD COMMUNITY CENTRE - 01553 771477		
Main Hall		
Off Peak per hour	21.80	21.80
Peak per hour	29.00	29.00
Children's party - 3 hour package		
	70.00	70.00

			CHARGE 2022/23 £	PROPOSED CHARGE 2023/24
Grass Sports Pitches	Downham Market	01366 386868		
	Hunstanton	01485 534227		
	Kings Lynn	01553 818001		
General Lettings Per Match with changing facilities			63.30	63.30
Junior Pitch per match			17.30	17.30
Leagues per match			42.60	42.60
SEASONAL AMENITIES - HUNSTANTON				
Bowling Green				
Per Session - 2 hours approx.			6.20	6.20
Crazy Golf				
Adults - per round			3.40	3.40
Juniors - per round			2.90	2.90
Tennis - Grass Courts Per Person Per Session (2 hours)				
Adults			5.60	5.60
Juniors			3.10	3.10
Doubles			4.00	4.00
Pitch and Putt				
Adults - per game			5.10	5.10
Juniors - per game			4.10	4.10
Footgolf				
Adults - per game			5.10	5.10
Juniors - per game			4.10	4.10
Putting Green				
Adults - per round			4.00	4.00
Juniors - per round			3.30	3.30
Recreation Ground				
Caravan Rallies – per van per day			7.80	7.80
Tennis Tournament			2,760.80	2,760.80
Chalets				
Daily Hire			22.20	22.20
Weekly Hire			100.60	100.60
Seasonal Hire			707.80	707.80
Resort Services - Permit for Launch of Personal Watercraft/Power Boats				
Non Member - Per Annum (in advance, conditions apply)			26.50	26.50
Member * - Per Annum (in advance, conditions apply)			7.30	7.30
Day Permit (Training certification and insurance must be shown)			13.00	13.00
<i>* Member of Heacham Boat Owners or Hunstanton Ski Club Only</i>				
Seafront Kiosk Trader - 1st March to 31st October - Max three per kiosk			44.60	44.60
Triangle Traders - 1st March to 31st October - Max three per kiosk			44.60	44.60

Martin Chisholm

		CHARGE 2022/23 £	PROPOSED CHARGE 2023/24
Commercial Waste			
Hire Charge & Waste Transfer Note (Annual Fee)	1100 litre	120.30	125.20
	770 litre	108.80	113.70
	660 litre	106.70	111.60
	360 litre	79.00	83.90
	240 litre	57.00	61.90
Fee per Emptying	1100 litre	19.70	21.00
	770 litre	16.30	17.30
	660 litre	15.00	15.80
	360 litre	12.10	12.70
	240 litre	10.50	11.10
Garden Waste Bin for NNDR Properties	240 litre fortnightly emptying 12 months non refundable and non transferable	120.00	127.80
Schools Waste			
Hire Charge & Waste Transfer Note (Annual Fee)	1100 litre	120.30	125.20
	770 litre	108.80	113.70
	660 litre	106.70	111.60
	360 litre	79.00	83.90
	240 litre	57.00	61.90
Fee per Emptying	1100 litre	15.20	16.50
	770 litre	12.70	14.10
	660 litre	10.90	12.30
	360 litre	8.40	9.70
	240 litre	7.50	8.70
Domestic Property used as Self Catering Accommodation			
Hire Charge & Waste Transfer Note (Annual Fee)	1100 litre	120.30	125.20
	770 litre	108.80	113.70
	660 litre	106.70	111.60
	360 litre	79.00	83.90
	240 litre	57.00	61.90
Fee per Emptying	1100 litre	15.20	16.50
	770 litre	12.70	14.10
	660 litre	10.90	12.30
	360 litre	8.40	9.50
	240 litre	7.50	9.00
Ad hoc empty administration charge per empty for both waste & recycling	240 litre & 360 litre bins only	20.00	22.00

Martin Chisholm

Commercial Recycling

Waste Transfer Note (Annual Fee)

1100 litre
660 litre
360 litre
240 litre

CHARGE 2022/23 £	PROPOSED CHARGE 2023/24
------------------------	----------------------------

35.20	41.10
35.20	41.10
35.20	41.10
35.20	41.10

Fee per Emptying

1100 litre
660 litre
360 litre
240 litre

13.60	15.30
10.70	11.95
9.00	9.95
8.20	9.00

Additional Waste Transfer Note

35.20	41.00
-------	-------

Trade Waste Plastic Sacks

Roll of 25 - (includes delivery charge)
Waste Transfer Note on first purchase of year
Trade Waste Recycling Tags 25 with roll of 25 Sacks

72.50	80.00
35.20	41.00
39.40	45.00
35.20	41.00

DOMESTIC REFUSE CHARGES INCLUDE VAT

Bulk Waste Collections (01553 776676)

First three items
Per additional item thereafter

33.40	37.70
11.40	12.90
2.10	2.35

Side Waste - Purchase of Tag

Replacement of Lost Wheelie Bin (01553 776676)

Delivered

44.00	45.10
-------	-------

Contact telephone number for following services (01553 782060)

Garden Waste

Fortnightly Brown Bin Collection

60.00	60.00
-------	-------

Collection Hazardous Household Waste

FREE	FREE
------	------

Empty of Parish Litter Bin

Intalled before 1/12/2020

Installed after 1/12/2020

Empty of Parish Doq Waste Bin (per emptying)

208.20	234.84
208.20	234.84
2.00	2.20

Admin Charge for invoicing for Clinical Waste Disposal and Household Hazardous Waste

(Per Invoice)

200.00	200.00
--------	--------

		CHARGE 2022/23 £	PROPOSED CHARGE 2023/24
MARKETS			
		Martin Chisholm	
King's Lynn (Tuesday and Friday)			
Hunstanton (Wednesday)			
Per metre frontage	Regular Traders	5.30	5.30
	Casual Traders	7.70	7.70
Annual agreement - 50% discount (January to March only)			
Kings Lynn (Saturday)			
Per metre frontage	Regular Traders	4.60	4.60
	Casual Traders	6.70	6.70
Annual agreement - 50% discount (January to March only)			
Hunstanton (Sunday)			
Per metre frontage	Regular Traders	9.90	9.90
	Casual Traders	14.80	14.80
Annual agreement - 50% discount (January to March only)			
Market Parking			
All markets - any vehicle for one market (per annum)			
All markets - any vehicle for any market (per annum)			
		21.80	21.80
		31.70	31.70
Discount Scheme			
Trader must have held a licence for at least 12 months commencing 1st April in any year in order to qualify for the discount and pay their rent before due date each month.			
HANGING BASKETS (supply, delivery and removal)			
		68.80	68.80
ALLOTMENTS - Kings Lynn			
Per square metre per annum			
		0.30	0.30
Public Conveniences			
Radar key for disabled toilets			
		4.50	4.50

Careline - 01553 760671

		CHARGE 2022/23 £	PROPOSED CHARGE 2023/24
		Mark Whitmore	
CARELINE			
Rented Units			
Within District			
Weekly charge			
		3.75	3.75
Weekly charge VAT Exemption			
		3.15	3.15
Connection Charge (single payment)			
		40.50	40.50
Connection Charge (single payment) VAT Exemption			
		33.75	33.75
Outside District			
Weekly charge			
		3.80	3.80
Weekly charge VAT Exemption			
		3.15	3.15
Connection Charge (Single payment)			
		47.75	47.75
Connection Charge (Single payment) VAT Exemption			
		39.80	39.80
Purchased Units			
Within District			
Monitoring and Maintenance Charge			
		1.95	1.95
Monitoring and Maintenance Charge VAT Exemption			
		1.65	1.65
Connection Charge (single payment)			
		40.50	40.50
Connection Charge (single payment) VAT Exemption			
		33.75	33.75
Outside District			
Monitoring and Maintenance Charge			
		1.95	1.95
Monitoring and Maintenance Charge VAT Exemption			
		1.65	1.65
Connection Charge (single payment)			
		47.75	47.75
Connection Charge (single payment) VAT Exemption			
		39.80	39.80

Access to Data

Access to Information DPA 98 C29 Section 35 (2) Request for CCTV Images Form

104.00	104.00
--------	--------

Administrative Services - 01553 616200**REGISTER OF ELECTORS**

Becky Box

CHARGE 2022/23 £	PROPOSED CHARGE 2023/24
------------------------	----------------------------

Statutory Fees**Printed Form**

Flat Rate

10.40	10.40
-------	-------

Plus per 1000 names or part thereof

5.20	5.20
------	------

Data Form

Flat Rate

20.80	20.80
-------	-------

Plus per 1000 names or part thereof

1.60	1.60
------	------

Overseas Electors Lists (Statutory Fee)**Printed Form**

Flat Rate

10.40	10.40
-------	-------

Plus per 1000 names or part thereof

5.20	5.20
------	------

Data Form

Flat Rate

20.80	20.80
-------	-------

Plus per 1000 names or part thereof

1.60	1.60
------	------

Monthly Additions (Statutory Fee)**Printed Form**

Flat Rate

10.40	10.40
-------	-------

Plus per 1000 names or part thereof

5.20	5.20
------	------

Data Form

Flat Rate

20.80	20.80
-------	-------

Plus per 1000 names or part thereof

1.60	1.60
------	------

Printed Form (Marked Copy)

Flat Rate

10.40	10.40
-------	-------

Plus per 1000 names or part thereof

2.10	2.10
------	------

Data Form (Marked copy)

Flat Rate

10.40	10.40
-------	-------

Plus per 1000 names or part thereof

1.00	1.00
------	------

GENERAL ADMINISTRATION

Request for additional letter confirming that an individual is registered on the Electoral Register

Administration Fee

10.40	10.40
-------	-------

Plus cost per sheet

0.10	0.10
------	------

Supply of Miscellaneous Information

Administration Fee

10.40	10.40
-------	-------

Plus cost per sheet

0.10	0.10
------	------

Returns and Declarations as to Election Expenses (Statutory Fee)Price of a copy of any return, declaration or accompanying document
(price for each side of each page)

0.20	0.20
------	------

Inspection of a Request for Election

0.10	0.10
------	------

SUPPLY OF MINUTES AND AGENDA**Supply of Council Minutes** (Per annum)

78.50	78.50
-------	-------

Supply of Development Control or Cabinet Agenda

Per annum

111.80	111.80
--------	--------

Per agenda

10.00	10.00
-------	-------

Other Agendas

5.50	5.50
------	------

A4 Photocopies

0.10	0.10
------	------

Lee Osler / Stuart Ashworth

CHARGE **PROPOSED CHARGE**
2022/23 **2023/24**

£

PLANNING ADMINISTRATIVE FEES

Photocopies		0.10	0.10
A4 Copies		0.10	0.10
Copies of deposited plans A3		5.60	5.60
Copies of deposited plans A2	Black and white	7.90	7.90
	Colour	7.00	7.00
Copies of deposited plans A1	Black and white	9.70	9.70
	Colour	8.00	8.00
Copies of deposited plans A0	Black and white	10.80	10.80
	Colour		
Request for confirmation that development has been carried out in accordance with the terms of an Enforcement Notice or Legal Agreement.		44.20	44.20

Planning Application Fees

Most applications must be accompanied by the correct fee. The government sets these, and they apply across the country. For the most up-to-date scale of fees for planning and other applications please visit

www.planningportal.co.uk

Pre-Application Advice Fees

For guidance on Pre-application Advice services and charges please visit

https://www.west-norfolk.gov.uk/downloads/download/20/pre-application_guidance_and_fees

LEGAL AND LOCAL LAND CHARGES

Lee Osler

Con 29R (VAT to be added)		43.30	43.30
CON 29O (each question) (VAT to be added)		13.90	13.90
Parcel fee (each)		12.90	12.90
Personal Search (unaided) - now under Environmental Information Regulations		23.00	23.00
Assisted Personal Search		16.10	16.10
Additional own enquiries (each)		23.00	23.00
LLC1 (submitted by post/DX)		23.00	23.00
LLC1 (submitted by NLIS)		23.00	23.00
Planning History Search - back to 1994		23.00	23.00
Planning History Search - back to 1948		51.70	51.70

CAR PARKS AND PSV PARKING

Martin Chisholm

Hunstanton

Charges apply Monday to Sunday, plus Bank Holidays except Christmas Day

CENTRAL CAR PARK

Inclusive between 8am and 5pm

Pay and Display Up to 1 Hour
 Pay and Display Up to 2 hours
 Pay and Display Up to 3 hours
 Pay and Display Up to 5 hours
 Holiday Rover (Weekly)
 Seniors – Hunstanton Resident (Annual)
 Inclusive between 5pm and 9am

1.90	1.90
2.90	2.90
3.60	3.60
4.90	4.90
21.20	21.20
42.40	42.40
2.10	2.10

VALENTINE ROAD CAR PARK

Pay and Display Up to 30 minutes
 Pay and Display Up to 1 Hour
 Pay and Display Up to 2 hours
 Pay and Display Up to 3 hours
 All day before 10.00am
 All day after 10.00am
 Inclusive between 5pm and 9am

1.10	1.10
1.90	1.90
2.90	2.90
3.60	3.60
1.00	1.00
2.90	2.90
2.10	2.10

NORTH PROMENADE

1st September to 30th June including Bank Holidays except Christmas Day

Inclusive between 8am and 5pm

Pay and Display Up to 2 hours
 Pay and Display Up to 4 hours
 All day - (valid until 8am the following day)
 Inclusive between 5pm and 9am

4.20	4.20
5.70	5.70
7.50	7.50
2.10	2.10

1st July to 31st August including Bank Holidays

Inclusive between 8am and 5pm

Pay and Display Up to 2 hours
 Pay and Display Up to 4 hours
 All day - (valid until 8am the following day)
 Inclusive between 5pm and 9am

4.20	4.20
5.70	5.70
8.00	8.00
2.10	2.10

Coach Parking

1st September to 30th June including Bank Holidays

Up to 2 hours
 Over 2 hours until 18:00

4.20	4.20
7.50	7.50

1st July to 31st August including Bank Holidays

Up to 2 hours
 All day

4.20	4.20
8.00	8.00

The Green, Hunstanton - Motorcycles

1.00	1.00
------	------

PAY AND DISPLAY HUNSTANTON (Excluding Central, Valentine Road and North Promenade Car Parks) 1st September to 30th June including Bank Holidays except Christmas Day

Inclusive between 8am and 5pm

Up to 1 hour
 Up to 2 hours
 Up to 3 hours
 All day - (valid until 8am the following day)
 Inclusive between 5pm and 9am

2.10	2.10
4.20	4.20
5.20	5.20
6.20	6.20
2.10	2.10

PAY AND DISPLAY HUNSTANTON (Excluding Central, Valentine Road and North Promenade Car Parks) 1st July to 31st September including Bank Holidays except Christmas Day

Inclusive between 8am and 5pm

Up to 1 hour
 Up to 2 hours
 Up to 3 hours
 All day - (valid until 8am the following day)
 Inclusive between 5pm and 9am

2.10	2.10
4.20	4.20
5.20	5.20
7.30	7.30
2.10	2.10

Season Tickets

Six months (unreserved)
 Twelve months (unreserved)
 Reserved Twelve months

161.20	161.20
228.80	228.80
364.00	364.00

Car and PSV Parking

CAR PARKS AND PSV PARKING

Martin Chisholm

CHARGE
2022/23
£

PROPOSED CHARGE
2023/24

HEACHAM (Seasonal)

Charges apply from 1st March to 30th June and 1st September to 31st October, including Bank Holidays, Inclusive between 8am and 5pm

Up to 1 hour	2.10	2.10
Up to 2 hours	4.20	4.20
Up to 3 hours	5.20	5.20
Daily - all day	6.20	6.20
Inclusive between 5pm and 9am	2.10	2.10

Charges apply from 1st July to 31st August including Bank Holidays. Inclusive between 8am and 5pm

Up to 1 hour	2.10	2.10
Up to 2 hours	4.20	4.20
Up to 3 hours	5.20	5.20
Daily - all day	7.30	7.30
Inclusive between 6pm and 8am	2.10	2.10

Season ticket - Seniors
Season ticket - resident
Season ticket - non resident
Season ticket - Beach Hut Resident

	40.80	40.80
	54.90	54.90
	108.20	108.20
	46.60	46.60

Car and PSV Parking

KING'S LYNN

CHARGE
2022/23
£

PROPOSED CHARGE
2023/24

Charges apply Monday to Sunday, plus Bank Holidays except Christmas Day

Charges apply 24 hours a day

Inclusive between 8am and 5pm

Short Term

Up to half hour (Saturday and Tuesday Market Place and St James , outside multi-storey)

Up to 1 hour	1.10	1.10
Up to 2 hours	1.90	1.90
Up to 3 hours	2.90	2.90
Up to 5 hours	3.60	3.60
	4.90	4.90

Inclusive between 5pm and 9 am

Up to half hour (Saturday and Tuesday Market Place and St James , outside multi-storey)

Up to 1 hour	1.10	1.10
Over 1hrs until 9am	1.90	1.90
	2.10	2.10

Long Term

All Day before 10am
All Day after 10am
Boal Quay all day
Inclusive between 5pm and 9am

	2.90	2.90
	3.70	3.70
	2.80	2.80
	2.10	2.10

Season Tickets

Monthly

	41.60	41.60
--	-------	-------

Annual

	416.00	416.00
--	--------	--------

MULTI-STOREY ST JAMES

Inclusive between 8am and 5pm

Up to 1 hour	1.90	1.90
Up to 2 hours	2.90	2.90
Up to 3 hours	3.60	3.60
Up to 4 hours	4.20	4.20
Up to 5 hours	4.90	4.90
Up to 6 hours	6.10	6.10
Up to 7 hours	7.40	7.40
Up to 8 hours	8.60	8.60
Up to 9 hours	9.90	9.90
Up to 10 hours	11.10	11.10
Up to 11 hours	12.40	12.40
Lost ticket	12.50	12.50
Season Ticket	832.00	832.00

Inclusive between 5pm and 9am

Up to 1 hour	1.90	1.90
Over 1hrs until 9am	2.10	2.10

Season Ticket - Annual- weekdays Monday-Friday (max 50)

	832.00	832.00
--	--------	--------

Penalty Charge Notices

Payment within 14 days

range of charges depending on level of contravention

25.00 to 35.00	25.00 to 35.00
----------------	----------------

Payment after 14 days

range of charges depending on level of contravention

50.00 to 70.00	50.00 to 70.00
----------------	----------------

Other Charges

Public Service Vehicle (Bus Station Pay and Display)

	2.10	2.10
--	------	------

Contract Parking Bay (per annum)

	832.00	832.00
--	--------	--------

CEMETERIES - 01553 630533

Martin Chisholm

King's Lynn and Hunstanton

Interment fee-(Age 18+)

CHARGE 2022/23 £	PROPOSED CHARGE 2023/24
995.00	995.00
118.00	118.00
1,740.00	1,740.00
POA	POA
POA	POA
POA	POA

For cremated remains

Interment in walled grave or vault (exc construction cost)

Disinterment - of earthen burial (Adult)

Disinterment - of earthen burial (Child)

Disinterment - of cremated remains

Walpole St Andrew, Marshland Smeeth

Interment fee (Age 18+)

(additional grave digging fees may apply)

For cremated remains

Interment in walled grave or vault (exc construction cost)

Disinterment - of earthen burial (Adult)

Disinterment - of earthen burial (Child)

Disinterment - of cremated remains

677.00	677.00
96.00	96.00
1,445.00	1,445.00
POA	POA
POA	POA
POA	POA

All Cemeteries

Purchase of exclusive right of burial

In child's grave up to 4'6" x 3'

In earthen grave up to 9' x 4'

In walled grave/vault up to 9' x 4'

In cremation plot 2' x 2'

Right to erect memorial

New headstone up to 4' high

New headstone 4' to 6' high

New headstone over 6' high

New headstone under 2'6" on child's grave

Memorial kerb set on child's grave

Memorial kerb set on adults grave

Cremation tablet set level with ground

Additional inscription after first

Transfer of Grave Ownership

212.00	212.00
678.00	678.00
972.00	972.00
131.00	131.00
302.00	302.00
619.00	619.00
1,209.00	1,209.00
131.00	131.00
235.00	235.00
708.00	708.00
149.00	149.00
207.00	207.00
62.00	62.00

Barbican Tower Plaque (Perpetuity)

Barbican Tower Plaque – 2nd Inscription

Barbican Tower Plaque – Artwork/Motif

Sanctum Vault: Grey or Wine Granite (10 years)

Sanctum Vault: Grey or Wine Granite (30 year)

Sanctum Vault: Grey or Wine Granite (Perpetuity)

Sanctum Vault: Grey or Wine Granite (10 year Renewal)

Sanctum Vault: Grey or Wine Granite (30 year Renewal)

Sanctum Vault: Grey or Wine Granite (Renew lease to Perpetuity)

Sanctum Vault: Grey or Wine Granite - Additional Lettering

Interment Desk Top Memorial (Perpetuity)

Interment Desk Top Memorial – Additional Lettering

Interment Desk Top Memorial – 2nd Inscription

Interment Desk Top Memorial – Artwork or Border

599.00	599.00
110.00	110.00
72.00	72.00
1,000.00	1,000.00
1,500.00	1,500.00
2,250.00	2,250.00
500.00	500.00
1,000.00	1,000.00
1,250.00	1,250.00
3.00	3.00
1,250.00	1,250.00
3.00	3.00
200.00	200.00
100.00	100.00

Deposit for Disabled Vehicle Access to Gayton Road Cemetery

25.00	25.00
-------	-------

All cemetery charges are increased by 100% for persons who at the time of death lived outside the area of the Borough Council, unless the deceased had lived outside the Borough for less than 5 years immediately before death then the normal charges shall apply. For burials outside of normal working hours, other than for religious reasons, the above fees are increased by 75%.

CREMATORIUM

Martin Chisholm

CHARGE **PROPOSED CHARGE**
2022/23 **2023/24**

Kings Lynn - 01553 630533

	£	
Cremation fee(Age 18+) - Monday-Friday	847.00	933.00
Cremation fee (Age 18+) - Saturday	1,201.00	1,323.00
Cremation fee (Age 18+) - Sunday	1,534.00	1,689.00
Cremation without service (direct)	500.00	500.00
Attended Direct Cremation	625.00	689.00
Cremation of body parts	104.00	115.00

Miscellaneous Charges:

Use of chapel for memorial service	176.00	176.00
Provide Music for Memorial Service	32.00	32.00
Provide Funeral Music	32.00	32.00
Provision of Crematorium Bearer (Subject to Availability)	27.00	27.00
Universal Urn	43.00	43.00
Pentney Urn	55.00	55.00
Terrington Urn	55.00	55.00
Holkham Keepsake Heart	58.00	58.00
Oxborough Keepsake Urn (Patterned)	30.00	30.00
Houghton Keepsake Urn (Plain)	30.00	30.00
Winch Casket (Plain)	62.00	62.00
Norfolk Casket	62.00	62.00

Certified extract from Register of Cremations	15.00	15.00
Interment of cremated remains (local)	80.00	80.00
Interment of cremated remains (from elsewhere)	170.00	170.00
Disinterment of cremated remains	242.00	242.00
Strewing of cremated remains from elsewhere	74.00	74.00
Application to witness	48.00	48.00

Book of Remembrance:

2 lines	53.00	53.00
5 lines	111.00	111.00
Additional lines above 5	22.00	22.00
5 lines with emblem	196.00	196.00
Additional lines above 5	22.00	22.00

Remembrance Cards:

2 lines	58.00	58.00
5 lines	120.00	120.00
8 lines	184.00	184.00
11 lines	243.00	243.00
14 lines	302.00	302.00
5 lines with emblem	202.00	202.00
8 lines with emblem	273.00	273.00
11 lines with emblem	332.00	332.00
14 lines with emblem	396.00	396.00

CREMATORIUM Continued

Personal Books of Remembrance

	CHARGE 2022/23 £	PROPOSED CHARGE 2023/24
2 lines	71.00	71.00
5 lines	131.00	131.00
8 lines	196.00	196.00
11 lines	255.00	255.00
14 lines	315.00	315.00
5 lines with emblem	212.00	212.00
8 lines with emblem	248.00	248.00
11 lines with emblem	284.00	284.00
14 lines with emblem	302.00	302.00

Personal Books of Remembrance (additional inscription)

2 lines	53.00	53.00
5 lines	115.00	115.00
8 lines	183.00	183.00
11 lines	243.00	243.00
14 lines	304.00	304.00
5 lines with emblem	201.00	201.00
8 lines with emblem	273.00	273.00
11 lines with emblem	334.00	334.00
14 lines with emblem	399.00	399.00

Memorial tree - per year

Memorial Conifer	53.00	53.00
Memorial Tree	77.00	77.00
Bronze single plate 6" x 4"	190.00	190.00
Bronze Double inscription plate 6" x 5"	231.00	231.00
Bronze Photo Plate 6" x 4" [one photo]	237.00	237.00
Bronze Photo Plate 6" x 5" [two photos]	337.00	337.00

Memorial shrub - per year

Aluminium single plate 5" x 3"	43.00	43.00
Aluminium Double inscription plate 5" x 4"	122.00	122.00
Aluminium Photo single plate 5" x 3"	174.00	174.00
Aluminium Photo Double inscription plate 5" x 4"	218.00	218.00
	271.00	271.00

6" Kerb plate lease per year

	19.00	19.00
--	-------	-------

12" Kerb plate lease per year

Bronze Plate 6" x 3.75"	36.00	36.00
Bronze Plate 12" x 3.75"	120.00	120.00
Bronze Photo Plate 6" x 3.75"	213.00	213.00
Bronze Photo Plate 12" x 3.75" [one photo]	243.00	243.00
Bronze Photo Plate 12" x 3.75" [two photos]	337.00	337.00
	432.00	432.00

Memorial Seat - per year

Brass single plate 6" x 2"	135.00	135.00
Brass double plate 9" x 2"	172.00	172.00
Refurbish inscription plate	196.00	196.00
	53.00	53.00

Columbarium:

Lease of vault per year	77.00	77.00
-------------------------	-------	-------

- Purchase of tablet
- Up to 70 letters of inscription
- Each additional letter
- Border on tablet
- Design on tablet
- Enamel photograph on tablet
- Frame to photograph
- Cross on tablet
- Regild letter (each)

Please contact Mintlyn Crematorium for a quote for these items

Plaque on Mushroom Memorial	4.00	4.00
Childrens Bronze Staked Plaque	350.00	350.00
	300.00	300.00

Environmental surcharge on adult cremation

	-	-
--	---	---

Obitus Costs

Halo Photo (Single image)	Free	Free
Webcast – Watch live	32.00	32.00
Webcast – Watch live and up to 28 days	47.00	47.00
Visual Tribute – Professional slideshow of 25 photos played to music	73.00	73.00
Visual Tribute – Simple slideshow of 25 photos	38.00	38.00
Visual Tribute – Additional 25 photos	23.00	23.00
Themed Tribute (New Product)	N/A	105.00
Extra Single Photo	N/A	8.00
Visual Tribute – Family supplied video played during ceremony	21.00	21.00
Bespoke Tribute (New Product)	N/A	420.00
Visual Tribute – Digital Download	16.00	16.00
Video Book (New Product)	N/A	105.00
Memory Box (New Product)	N/A	143.00
Obitus Bundle	N/A	165.00
Keepsake Recording of Webcast	52.00	52.00
Additional CD / DVD / USB	30.00	30.00
Additional Work carried out by Obitus	23.00	23.00

Mark Whitmore

www.porthealthassociation.co.uk

CHARGE 2022/23 £	PROPOSED CHARGE 2023/24
------------------------	----------------------------

SHIP SANITATION CERTIFICATE

Gross Tonnage:	
Up to 1,000	Set nationally
1,001 - 3,000	Set nationally
3,001 - 10,000	Set nationally
10,001 - 20,000	Set nationally
20,001 - 30,000	Set nationally
Over 30,000	Set nationally
Vessels with 50 - 1000 persons	Set nationally
Vessels with over 1000 persons	Set nationally
Extensions	Set nationally

110.00	125.00
150.00	170.00
220.00	250.00
285.00	325.00
365.00	415.00
425.00	480.00
425.00	480.00
725.00	820.00
80.00	95.00

STRAY DOG RECOVERY

Recovery Charge (including Statutory Charge)	
Kennelling Fee - per day or part thereof	

81.80	81.80
9.80	9.80

EXPORT CERTIFICATE

Shellfish / Canned Food / Colouring Matter	More than 5 days notice
	5 to 2 days notice
	Less than 2 days notice

66.50	66.50
99.75	99.75
133.00	133.00

Charge for inspection for the first hour per hour thereafter minimum 15 minutes (between 06:00 - 18:00, Mon to Fri)

58.50	58.50
-------	-------

PLUS Officer time on site

FOOD

Surrender Certificate

Issue of certificate	
PLUS Officer time on site - per hour or part thereof - minimum 15 minutes	
PLUS any costs incurred in removal and destruction of goods	
Safer Food, Better Business (includes postage)	
Food Re-Rating Fee	

66.50	66.50
58.50	58.50
10.50	10.50
225.00	225.00

TRAINING COURSES

Hygiene Course - Level 2 (per person)	
Hygiene Course - Level 3 - NO LONGER PROVIDED	
Health and Safety at Work Course - Level 2 (per person)	

55.00	55.00
55.00	55.00

SAMPLING (these charges have VAT included)

Food Sample	Minimum charge for taking the sample for the first hour per hour thereafter minimum 15 minutes
(PLUS analysis costs set by laboratory)	
Swimming Pool Waters	First sample
(PLUS analysis costs set by laboratory)	Subsequent samples taken on same day
	Re samples
Environmental sampling	Minimum charge for taking the sample for the first hour per hour thereafter minimum 15 minutes
(PLUS analysis costs set by laboratory)	
Cryptosporidium	Minimum charge for taking the sample for the first hour per hour thereafter minimum 15 minutes
(PLUS analysis costs set by laboratory)	
Legionella	Minimum charge for taking the sample for the first hour per hour thereafter minimum 15 minutes
(PLUS analysis costs set by laboratory)	

Increased to include VAT

60.50	60.50
58.50	58.50
60.50	60.50
58.50	58.50
60.50	60.50
60.50	60.50
58.50	58.50
60.50	60.50
58.50	58.50
60.50	60.50
58.50	58.50

Private Water Sampling (all costs INCLUDE VAT)

Risk Assessment	Single Private Dwelling	Minimum charge for taking the sample for the first hour per hour thereafter minimum 15 minutes
	Small Supplies	Minimum charge for taking the sample for the first hour per hour thereafter minimum 15 minutes
	Large / Commercial Supplies	Minimum charge for taking the sample for the first hour per hour thereafter minimum 15 minutes

60.50	60.50
58.50	58.50
60.50	60.50
58.50	58.50
60.50	60.50
58.50	58.50

Sampling	Small Supply / Single Dwelling (per visit PLUS analysis costs) (Reg 10)
	Large / Commercial Supplies (per visit PLUS analysis costs) (Reg 8 & 9)
	per hour thereafter minimum 15 minutes

60.50	60.50
60.50	60.50
58.50	58.50

Investigation	Carried out in the event of test failure, but can be substituted by risk assessment
---------------	---

100.00	100.00
--------	--------

Authorisation	Application by the owner of a supply for permission to breach a standard temporarily whilst remedial work is carried out
---------------	--

100.00	100.00
--------	--------

Miscellaneous Sample and Analysis	For taking the sample for the first hour (plus analysis costs) per hour thereafter minimum 15 minutes
-----------------------------------	---

60.50	60.50
58.50	58.50

ENVIRONMENTAL SEARCH

Commercial Environmental Enquiry Fee (per hour)

32.00	32.00
-------	-------

Licensing - 01553 616200

STREET TRADING – KING’S LYNN

Marie Malt

Daily Consent Fee
Licence for Tables and Chairs on Highway – Original
Renewal

13.15	13.15
395.00	395.00
133.30	133.30

SCRAP METAL

Scrap Metal Collectors (3 year licence)
Scrap Metal Site (3 year licence)

172.00	172.00
245.00	245.00

SEX ESTABLISHMENTS

Sex Establishments (Grant)
Sex Establishments (Renewal)
Sex Establishments (Transfer)
Sex Establishments (Variation)
Copy of Sex Establishment licence

£1,247.00 refunded if no hearing required
£1,247.00 refunded if no hearing required
£1,247.00 refunded if no hearing required
£1,247.00 refunded if no hearing required

1,694.50	1,694.50
1,648.50	1,648.50
1,306.00	1,306.00
1,349.00	1,349.00
10.60	10.60

MISCELLANEOUS LICENCE FEES

Premises Fee to carry out the practice of skin piercing
Person Fee to carry out the practice of skin piercing
Replacement Certificate
Additional copy of the byelaws

76.80	76.80
32.70	32.70
10.00	10.00
10.00	10.00

Licensing - 01553 616200

ANIMAL WELFARE LICENSING

Marie Malt

Licensable Activity	Application Fee		Inspection re-rating & variation fee	Compliance/Enforcement fee (includes additional inspection)	
	New	Renewal		1 yr	2 yr
Boarding - Cats, Dogs, Home & Day Care	135.00	100.00	110.00	160.00	210.00
Boarding as additional activity	40.00	40.00	40.00	50.00	60.00
Selling animals as pets	135.00	100.00	110.00	165.00	220.00
Pets as additional activity	40.00	40.00	40.00	54.00	68.00
Horse Riding	175.00	135.00	150.00	215.00	280.00
Riding as additional activity	50.00	50.00	50.00	78.00	106.00
Dog Breeding	175.00	120.00	150.00	210.00	270.00
Breeding as additional activity	50.00	50.00	50.00	74.00	98.00
Exhibition of animals	230.00	200.00	95.00	N/A (3 yr licence - costs already calculated within application fee)	

Licensing - 01553 616200

LICENSING ACT 2003

Marie Malt

All Entertainment licence fees are set by Central Government.

1. Fees for the grant or variation of a premises licences or club premises certificates are based on the non-domestic rateable value as follows:

Rateable Value	£0 - £4,300	£4,301 - £33,000	£33,001 - £87,000	£87,001 - £125,000	£125,001 and above
Band	A	B	C	D	E

Premises that do not have a rateable value will be placed in Band 'A' except for premises under construction which will be placed in Band 'C'.

2. Each Band attracts a different level of application fee as follows:

Band	A	B	C	D	E
Fee	£100	£190	£315	£450	£635

An application for the grant or variation of a premises licence where the premises is banded in either 'D' or 'E' and the premises are exclusively or primarily in the business of selling alcohol for consumption on the premises then a multiplier will apply to the appropriate rate, i.e.

Band	D	E
Multiplier	x 2	x 3
Fee	£900	£1,905

3. Exceptionally large premises will attract an additional fee based on the number of people in attendance at any one time. The additional fee will be:

Number in attendance at any one time	Additional Application Fee	Additional Annual Fee
5,000 to 9,999	£1,000	£500
10,000 to 14,999	£2,000	£1,000
15,000 to 19,999	£4,000	£2,000
20,000 to 29,999	£8,000	£4,000
30,000 to 39,999	£16,000	£8,000
40,000 to 49,999	£24,000	£12,000
50,000 to 59,999	£32,000	£16,000
60,000 to 69,999	£40,000	£20,000
70,000 to 79,999	£48,000	£24,000
80,000 to 89,999	£56,000	£28,000
90,000 and over	£64,000	£32,000

4. Premises will be subject to an annual fee which becomes payable on the anniversary of the grant. The annual fees are as follows:

Band	A	B	C	D	E
Fee	£70	£180	£295	£320	£350

The annual fee where the premise is banded in with 'D' or 'E' and the premises are exclusively or primarily in the business of selling alcohol for consumption on the premises then a multiplier will apply to the appropriate rate, i.e.

Band	D	E
Multiplier	x 2	x 3
Fee	£640	£1,050

5. Permitted temporary activities, personal licences and miscellaneous:

Application or Notice

Section 25 (theft, loss etc. of premises licence or summary)
 Section 29 (application for a provisional statement where premises being built etc.)
 Section 33 (notification of change of name or address - premises licence)
 Section 37 (application to vary licence to specify individual as premises supervisor)
 Section 42 (application for transfer of premises licence)
 Section 47 (interim authority notice following death etc. of licence holder)
 Section 79 (theft, loss etc of club premises certificate or summary)
 Section 82 (notification of change of name or alteration of rules of club-club premises certificate)
 Section 83(1) or (2) (change of relevant registered address of club)
 Section 100 (temporary event notice)
 Section 110 (theft, loss etc. of temporary event notice)
 Section 117 (application for a grant or renewal of personal licence)
 Section 126 (theft, loss etc. of personal licence)
 Section 127 (duty to notify change of name or address - personal licence)
 Section 178 (right of freeholder etc. to be notified of licensing matters)

Licensing - 01553 616200

GAMBLING ACT 2005

Marie Malt

All Gambling Act 2005 licence fees are set by Central Government.

1. Fees in respect of premises licences issued by this authority are as follows:

<u>Premises Licences</u>	<u>New Grant</u>	<u>Annual Fee</u>	<u>Variation</u>	<u>Transfer</u>	<u>Re-Instatement</u>
Bingo	2,625.00	750.00	1,312.00	900.00	900.00
Adult Gaming Centre (AGC)	1,500.00	750.00	750.00	900.00	900.00
Betting (track)	1,875.00	750.00	937.00	712.00	712.00
Betting (other than track)	2,250.00	450.00	1,125.00	900.00	900.00
Family Entertainment Centre	1,500.00	562.00	750.00	712.00	712.00

(Note: The Borough currently has no casinos and will set an appropriate fee if required).

2. Fees in respect of permits issued by this authority are as follows:

<u>Permits/Registration</u>	<u>New Grant (Existing Operator)</u>	<u>New Grant</u>	<u>Renewal</u>	<u>Annual Fee</u>	<u>Variation</u>
Licensed Premises Gaming Machine (1 or 2 machines)	N/A	£ 50.00	N/A	N/A	N/A
Licensed Premises Gaming Machine (3 or more machines)	£ 100.00	£ 150.00	N/A	£ 50.00	£ 100.00
Prize Gaming Permit	N/A	£ 300.00	£ 300.00	N/A	N/A
Unlicensed Family Entertainment Centre	N/A	£ 300.00	£ 300.00	N/A	N/A
Club Gaming Permit	N/A	£ 200.00	£ 200.00	£ 50.00	£ 100.00
Club Gaming Machine Permit	£ 100.00	£ 200.00	£ 200.00	£ 50.00	£ 100.00
Club Gaming Machine Permit (Fast-track i.e. CPC Holder)	£ 100.00	£ 100.00	N/A	£ 50.00	£ 100.00
Small Society Lottery	N/A	£ 40.00	N/A	£ 20.00	N/A

	CHARGE 2022/23	PROPOSED CHARGE 2023/24
COMBINED DRIVER		
New Grant - 1 year	74.00	74.00
Renewal - 1 year	67.00	67.00
New Grant - 3 year	125.00	125.00
Renewal - 3 year	118.00	118.00
HACKNEY CARRIAGE (Saloon)		
New Grant	124.00	124.00
Renewal	109.00	109.00
Temporary (insurance cover)	62.00	62.00
HACKNEY CARRIAGE (Wheelchair)		
New Grant	133.00	133.00
Renewal	115.00	115.00
Temporary (insurance cover)	66.50	66.50
PRIVATE HIRE VEHICLE		
New Grant	118.00	118.00
Renewal	104.00	104.00
Temporary (insurance cover)	59.00	59.00
SPECIAL EVENT VEHICLE		
New Grant	123.00	123.00
Renewal	104.00	104.00
Temporary (insurance cover)	61.50	61.50
PRIVATE HIRE OPERATOR (1 vehicle)		
New Grant - 1 year	97.00	97.00
Renewal - 1 year	87.00	87.00
New Grant - 5 year	180.00	180.00
Renewal - 5 year	175.00	175.00
PRIVATE HIRE OPERATOR (2-10 vehicles)		
New Grant - 1 year	123.00	123.00
Renewal - 1 year	113.00	113.00
New Grant - 5 year	265.00	265.00
Renewal - 5 year	260.00	260.00
PRIVATE HIRE OPERATOR (11-20 vehicles)		
New Grant - 1 year	138.00	138.00
Renewal - 1 year	131.00	131.00
New Grant - 5 year	405.00	405.00
Renewal - 5 year	400.00	400.00
PRIVATE HIRE OPERATOR (20+ vehicles)		
New Grant - 1 year	159.00	159.00
Renewal - 1 year	152.00	152.00
New Grant - 5 year	777.00	777.00
Renewal - 5 year	772.00	772.00
MISCELLANEOUS FEES		
Licence Plate (non refundable)	15.00	15.00
Disclosure and Barring Service Application	55.00	55.00
Replacement Vehicle Licence (lost, damaged, change of name/address etc)	5.50	5.50
Replacement Vehicle Window Licence (lost, damaged etc)	5.00	5.00
Replacement Driver's (paper) Licence (lost, damaged, change etc)	5.50	5.50
Replacement Driver's (card) Licence (lost, damaged, change etc)	5.50	5.50
Replacement Operator's Licence	5.50	5.50
Vehicle Transfer	27.50	27.50
Change of Name/Address	10.50	10.50
Knowledge Test	36.00	36.00
Private Hire Door Sticker	19.00	19.00

HMO Licence -New Application

	Total Fee	Part one Fee	Part Two Fee
3 Bedroom	768.00	380.00	388.00
4 Bedroom	815.00	399.00	416.00
5 Bedroom	861.00	418.00	443.00
6 Bedroom	953.00	455.00	498.00
7 Bedroom	999.00	474.00	525.00
8 Bedroom	1,046.00	493.00	553.00
9 Bedroom	1,092.00	512.00	580.00
10 Bedroom	1,138.00	531.00	607.00
11 Bedroom	1,230.00	568.00	662.00
12 Bedroom	1,277.00	587.00	690.00
13 Bedroom	1,323.00	606.00	717.00
14 Bedroom	1,369.00	625.00	744.00
15 Bedroom	1,415.00	643.00	772.00

HMO Licence - Renewal Application

	Total Fee	Part one Fee	Part Two Fee
3 Bedroom	649.00	299.00	350.00
4 Bedroom	684.00	312.00	372.00
5 Bedroom	719.00	325.00	394.00
6 Bedroom	788.00	351.00	437.00
7 Bedroom	823.00	364.00	459.00
8 Bedroom	858.00	376.00	481.00
9 Bedroom	892.00	389.00	503.00
10 Bedroom	927.00	402.00	525.00
11 Bedroom	996.00	428.00	568.00
12 Bedroom	1,031.00	441.00	590.00
13 Bedroom	1,066.00	454.00	612.00
14 Bedroom	1,101.00	467.00	633.00
15 Bedroom	1,135.00	480.00	655.00

HMO Licence -Renewal of existing Licence

CHARGE	PROPOSED CHARGE
2022/23	2023/24
675.00	675.00
100.00	100.00
Free	Free

Immigration Housing Inspections

ECO Flexible Eligibility Declaration

Housing Act 2004 Notice Charges

(Calculated based upon officer time, administration and costs incurred)

Relevant Protected Site Fees

* Excludes sites not operated for financial gain as it is not intended to undertake annual inspections of these site (often family owned and occupied sites)
 ** No new site licence application fees where site is not operated for financial gain (often family owned and occupied sites)
 *** A fee reduction is offered at a rate of £55 where an applicant makes multiple applications and there are no material changes in respect of the relevant person of the validity of the original criminal records certificate

Units	Band A 1-5	Band B 6-24	Band C 25-60	
Annual Fee	0* - 205.00	246.00	295.00	350.00
New Site Licence Application	0** - 336.00 Stage 1 279.00 Stage 2 57.00	438.00 Stage 1 358.00 Stage 2 80.00	538.00 Stage 1 438.00 Stage 2 100.00	674.00 Stage 1 544.00 Stage 2 130.00
Transfer of site licence	146.00	186.00	218.00	252.00
Amendment of site licence	195.00	227.00	250.00	274.00
Registering of site rules	28.00	28.00	28.00	28.00
Fit & Proper Person Assessment ***	230.00	230.00	230.00	230.00

Appendix 4

**SPECIAL ITEMS 2023/2024
PARISH PRECEPTS**

(Local Government Finance Act 1992 Section 34(3))

Line No (1)	Parish (2)	Tax Base (3)	Precept (4)	Council Tax
				Band D (5)
				£p
1	Anmer	22.5	0	0.00
2	Bagthorpe with Barmer	24.2	0	0.00
3	Barton Bendish	95.3	5,443	57.11
4	Barwick	25.9	0	0.00
5	Bawsey	70.2	0	0.00
6	Bircham	239.4	16,954	70.83
7	Boughton	105.9	5,173	48.83
8	Brancaster	777.3	23,319	30.00
9	Burnham Market	631.4	43,545	68.97
10	Burnham Norton	68.3	1,686	24.67
11	Burnham Overy	265.2	14,553	54.88
12	Burnham Thorpe	90.8	10,162	111.91
13	Castle Acre	350.9	16,349	46.59
14	Castle Rising	113.4	0	0.00
15	Choseley	13.2	0	0.00
16	Clenchwarton	698.4	53,723	76.92
17	Congham	114.6	6,648	58.03
18	Crimplesham	99.5	11,648	117.02
19	Denver	321.1	23,999	74.74
20	Dersingham	1,798.4	158,493	88.13
21	Docking	516.4	29,016	56.19
22	Downham Market	3,841.5	559,327	145.60
23	Downham West	96.3	6,618	68.74
24	East Rudham	234.3	11,345	48.41
25	East Walton	27.1	0	0.00
26	East Winch	296.5	15,000	50.59
27	Emneth	917.1	41,005	44.71
28	Feltwell	739.8	45,004	60.83
29	Fincham	189.4	10,376	54.77
30	Flitcham	80.5	3,799	47.20
31	Fordham	26.0	0	0.00
32	Fring	39.1	0	0.00
33	Gayton	514.7	59,999	116.57
34	Great Massingham	336.1	22,332	66.44
35	Grimston	727.3	23,607	32.46
36	Harpley	154.6	6,798	43.97
37	Heacham	1,950.4	157,259	80.63
38	Hilgay	464.0	30,802	66.38
39	Hillington	128.4	5,503	42.87
40	Hockwold	403.4	25,739	63.81
41	Holme-next-Sea	227.0	0	0.00
42	Houghton	32.5	0	0.00
43	Hunstanton	2,203.0	195,006	88.52
44	Ingoldisthorpe	331.6	8,001	24.13
45	King's Lynn	10,834.8	0	0.00
46	Leziate	279.5	13,520	48.37
47	Little Massingham	47.0	0	0.00
48	Marham	767.5	54,819	71.43
49	Marshland St James	456.0	44,101	96.71

Appendix 4

**SPECIAL ITEMS 2023/2024
PARISH PRECEPTS**

(Local Government Finance Act 1992 Section 34(3))

Line No (1)	Parish (2)	Tax Base (3)	Precept (4)	Council Tax
				Band D (5)
50	Methwold	576.3	69,899	121.28
51	Middleton	580.8	26,456	45.55
52	Nordelph	145.2	10,499	72.31
53	North Creake	183.3	15,804	86.20
54	North Runcton	268.6	16,655	62.01
55	Northwold	424.1	24,999	58.95
56	North Wootton	864.7	44,186	51.10
57	Old Hunstanton	361.7	13,546	37.45
58	Outwell	689.5	23,614	34.25
59	Pentney	224.1	19,002	84.78
60	Ringstead	169.1	19,001	112.36
61	Roydon	134.9	6,249	46.33
62	Runcton Holme	232.4	16,250	69.92
63	Ryston	42.6	0	0.00
64	Sandringham	176.8	0	0.00
65	Sedgeford	287.5	10,145	35.29
66	Shernborne	21.4	0	0.00
67	Shouldham	242.8	16,098	66.30
68	Shouldham Thorpe	60.2	0	0.00
69	Snettisham	1,134.1	114,394	100.87
70	South Creake	277.9	16,337	58.78
71	Southery	418.9	25,003	59.68
72	South Wootton	1,705.2	109,420	64.17
73	Stanhoe	133.9	8,098	60.49
74	Stoke Ferry	386.4	14,679	37.99
75	Stow Bardolph	433.8	16,000	36.88
76	Stradsett	28.9	0	0.00
77	Syderstone	224.4	11,938	53.20
78	Terrington St Clement	1,321.3	221,397	167.56
79	Terrington St John	288.0	50,008	173.61
80	Thornham	372.5	35,004	93.96
81	Tilney All Saints	195.4	20,495	104.91
82	Tilney St Lawrence	490.5	26,156	53.33
83	Titchwell	58.1	950	16.35
84	Tottenhill	73.8	2,749	37.26
85	Upwell	950.1	39,611	41.69
86	Walpole	612.3	20,672	33.76
87	Walpole Cross Keys	185.3	9,908	53.48
88	Walpole Highway	243.5	13,172	54.09
89	Walsoken	516.8	12,347	23.89
90	Watlington	838.0	65,149	77.74
91	Welney	189.2	29,862	157.85
92	Wereham	251.2	17,802	70.86
93	West Acre	79.5	2,502	31.45
94	West Dereham	160.9	16,847	104.72
95	West Rudham	99.3	3,915	39.44
96	West Walton	592.1	21,481	36.28
97	West Winch	1,017.0	43,925	43.19
98	Wiggenhall St Germans	467.0	25,094	53.74
99	Wiggenhall St Mary Magdalen	232.5	16,503	70.97

Appendix 4

SPECIAL ITEMS 2023/2024

PARISH PRECEPTS

(Local Government Finance Act 1992 Section 34(3))

Line No	Parish	Tax Base	Precept	Council Tax
(1)	(2)	(3)	(4)	Band D
				(5)
100	Wimbotsham	248.3	21,897	88.20
101	Wormegay	132.7	6,099	45.97
102	Wretton	151.5	6,674	44.05

Appendix 5

SPECIAL ITEMS 2023/2024
SPECIAL EXPENSES

(Local Government Finance Act 1992 Section 34(3))

SPECIAL ITEMS 2023/2024
SPECIAL EXPENSES

(Local Government Finance Act 1992 Section 34(3))

Parish	Tax Base	Valuation Bands				Parish	Tax Base	Valuation Bands			
		A (1)	B (2)	C (3)	D (4)			E (5)	F (6)	G (7)	H (8)
	£p	£p	£p	£p		£p	£p	£p	£p		
Anmer	23	0.00	0.00	0.00	0.00	Anmer	23	0.00	0.00	0.00	0.00
Bagthorpe with Barmer	24	0.00	0.00	0.00	0.00	Bagthorpe with Barmer	24	0.00	0.00	0.00	0.00
Barton Bendish	95	0.14	0.16	0.19	0.21	Barton Bendish	95	0.26	0.30	0.35	0.42
Barwick	26	0.00	0.00	0.00	0.00	Barwick	26	0.00	0.00	0.00	0.00
Bawsey	70	0.00	0.00	0.00	0.00	Bawsey	70	0.00	0.00	0.00	0.00
Bircham	239	0.59	0.68	0.78	0.88	Bircham	239	1.08	1.27	1.47	1.76
Boughton	106	0.00	0.00	0.00	0.00	Boughton	106	0.00	0.00	0.00	0.00
Brancaster	777	0.12	0.14	0.16	0.18	Brancaster	777	0.22	0.26	0.30	0.36
Burnham Market	631	1.17	1.37	1.56	1.76	Burnham Market	631	2.15	2.54	2.93	3.52
Burnham Norton	68	0.00	0.00	0.00	0.00	Burnham Norton	68	0.00	0.00	0.00	0.00
Burnham Overy	265	0.00	0.00	0.00	0.00	Burnham Overy	265	0.00	0.00	0.00	0.00
Burnham Thorpe	91	0.95	1.11	1.27	1.43	Burnham Thorpe	91	1.75	2.07	2.38	2.86
Castle Acre	351	0.06	0.07	0.08	0.09	Castle Acre	351	0.11	0.13	0.15	0.18
Castle Rising	113	0.00	0.00	0.00	0.00	Castle Rising	113	0.00	0.00	0.00	0.00
Choseley	13	0.00	0.00	0.00	0.00	Choseley	13	0.00	0.00	0.00	0.00
Clenchwarton	698	1.09	1.27	1.45	1.63	Clenchwarton	698	1.99	2.35	2.72	3.26
Congham	115	0.00	0.00	0.00	0.00	Congham	115	0.00	0.00	0.00	0.00
Crimplesham	100	0.00	0.00	0.00	0.00	Crimplesham	100	0.00	0.00	0.00	0.00
Denver	321	2.66	3.10	3.55	3.99	Denver	321	4.88	5.76	6.65	7.98
Dersingham	1,798	0.38	0.44	0.51	0.57	Dersingham	1,798	0.70	0.82	0.95	1.14
Docking	516	0.69	0.80	0.92	1.03	Docking	516	1.26	1.49	1.72	2.06
Downham Market	3,842	16.67	19.44	22.22	25.00	Downham Market	3,842	30.56	36.11	41.67	50.00
Downham West	96	0.00	0.00	0.00	0.00	Downham West	96	0.00	0.00	0.00	0.00
East Rudham	234	0.11	0.13	0.15	0.17	East Rudham	234	0.21	0.25	0.28	0.34
East Walton	27	0.00	0.00	0.00	0.00	East Walton	27	0.00	0.00	0.00	0.00
East Winch	296	6.50	7.58	8.67	9.75	East Winch	296	11.92	14.08	16.25	19.50
Emneth	917	1.24	1.45	1.65	1.86	Emneth	917	2.27	2.69	3.10	3.72
Feltwell	740	1.21	1.41	1.61	1.81	Feltwell	740	2.21	2.61	3.02	3.62
Fincham	189	1.09	1.28	1.46	1.64	Fincham	189	2.00	2.37	2.73	3.28
Flitcham	80	0.00	0.00	0.00	0.00	Flitcham	80	0.00	0.00	0.00	0.00
Fordham	26	0.00	0.00	0.00	0.00	Fordham	26	0.00	0.00	0.00	0.00
Fring	39	0.00	0.00	0.00	0.00	Fring	39	0.00	0.00	0.00	0.00
Gayton	515	1.06	1.24	1.41	1.59	Gayton	515	1.94	2.30	2.65	3.18
Great Massingham	336	0.16	0.19	0.21	0.24	Great Massingham	336	0.29	0.35	0.40	0.48
Grimston	727	1.71	1.99	2.28	2.56	Grimston	727	3.13	3.70	4.27	5.12
Harpley	155	0.00	0.00	0.00	0.00	Harpley	155	0.00	0.00	0.00	0.00
Heacham	1,950	4.05	4.72	5.40	6.07	Heacham	1,950	7.42	8.77	10.12	12.14
Hilgay	464	6.32	7.37	8.43	9.48	Hilgay	464	11.59	13.69	15.80	18.96
Hillington	128	0.26	0.30	0.35	0.39	Hillington	128	0.48	0.56	0.65	0.78
Hockwold	403	0.45	0.52	0.60	0.67	Hockwold	403	0.82	0.97	1.12	1.34
Holme-next-Sea	227	0.00	0.00	0.00	0.00	Holme-next-Sea	227	0.00	0.00	0.00	0.00
Houghton	33	0.00	0.00	0.00	0.00	Houghton	33	0.00	0.00	0.00	0.00
Hunstanton	2,203	24.22	28.26	32.29	36.33	Hunstanton	2,203	44.40	52.48	60.55	72.66
Ingoldisthorpe	332	0.00	0.00	0.00	0.00	Ingoldisthorpe	332	0.00	0.00	0.00	0.00

Appendix 5

SPECIAL ITEMS 2023/2024
SPECIAL EXPENSES

(Local Government Finance Act 1992 Section 34(3))

SPECIAL ITEMS 2023/2024
SPECIAL EXPENSES

(Local Government Finance Act 1992 Section 34(3))

Parish	Tax Base	Valuation Bands				Parish	Tax Base	Valuation Bands			
		A (1)	B (2)	C (3)	D (4)			E (5)	F (6)	G (7)	H (8)
	£p	£p	£p	£p		£p	£p	£p	£p		
King's Lynn	10,835	34.30	40.02	45.73	51.45	King's Lynn	10,835	62.88	74.32	85.75	102.90
Leziate	280	0.74	0.86	0.99	1.11	Leziate	280	1.36	1.60	1.85	2.22
Little Massingham	47	0.00	0.00	0.00	0.00	Little Massingham	47	0.00	0.00	0.00	0.00
Marham	767	0.63	0.73	0.84	0.94	Marham	767	1.15	1.36	1.57	1.88
Marshland St James	456	0.03	0.03	0.04	0.04	Marshland St James	456	0.05	0.06	0.07	0.08
Methwold	576	0.49	0.57	0.65	0.73	Methwold	576	0.89	1.05	1.22	1.46
Middleton	581	0.00	0.00	0.00	0.00	Middleton	581	0.00	0.00	0.00	0.00
Nordelph	145	0.00	0.00	0.00	0.00	Nordelph	145	0.00	0.00	0.00	0.00
North Creake	183	1.93	2.25	2.57	2.89	North Creake	183	3.53	4.17	4.82	5.78
North Runcton	269	0.00	0.00	0.00	0.00	North Runcton	269	0.00	0.00	0.00	0.00
Northwold	424	0.33	0.39	0.44	0.50	Northwold	424	0.61	0.72	0.83	1.00
North Wootton	865	6.00	7.00	8.00	9.00	North Wootton	865	11.00	13.00	15.00	18.00
Old Hunstanton	362	2.58	3.01	3.44	3.87	Old Hunstanton	362	4.73	5.59	6.45	7.74
Outwell	689	2.51	2.93	3.35	3.77	Outwell	689	4.61	5.45	6.28	7.54
Pentney	224	0.24	0.28	0.32	0.36	Pentney	224	0.44	0.52	0.60	0.72
Ringstead	169	0.00	0.00	0.00	0.00	Ringstead	169	0.00	0.00	0.00	0.00
Roydon	135	1.58	1.84	2.11	2.37	Roydon	135	2.90	3.42	3.95	4.74
Runcton Holme	232	0.09	0.10	0.12	0.13	Runcton Holme	232	0.16	0.19	0.22	0.26
Ryston	43	0.00	0.00	0.00	0.00	Ryston	43	0.00	0.00	0.00	0.00
Sandringham	177	0.00	0.00	0.00	0.00	Sandringham	177	0.00	0.00	0.00	0.00
Sedgeford	287	0.00	0.00	0.00	0.00	Sedgeford	287	0.00	0.00	0.00	0.00
Sherborne	21	0.00	0.00	0.00	0.00	Sherborne	21	0.00	0.00	0.00	0.00
Shouldham	243	0.03	0.03	0.04	0.04	Shouldham	243	0.05	0.06	0.07	0.08
Shouldham Thorpe	60	0.00	0.00	0.00	0.00	Shouldham Thorpe	60	0.00	0.00	0.00	0.00
Snettisham	1,134	0.31	0.36	0.41	0.46	Snettisham	1,134	0.56	0.66	0.77	0.92
South Creake	278	1.05	1.23	1.40	1.58	South Creake	278	1.93	2.28	2.63	3.16
Southery	419	2.13	2.49	2.84	3.20	Southery	419	3.91	4.62	5.33	6.40
South Wootton	1,705	2.53	2.95	3.37	3.79	South Wootton	1,705	4.63	5.47	6.32	7.58
Stanhoe	134	0.00	0.00	0.00	0.00	Stanhoe	134	0.00	0.00	0.00	0.00
Stoke Ferry	386	1.47	1.71	1.96	2.20	Stoke Ferry	386	2.69	3.18	3.67	4.40
Stow Bardolph	434	0.00	0.00	0.00	0.00	Stow Bardolph	434	0.00	0.00	0.00	0.00
Stradsett	29	0.00	0.00	0.00	0.00	Stradsett	29	0.00	0.00	0.00	0.00
Syderstone	224	0.41	0.48	0.55	0.62	Syderstone	224	0.76	0.90	1.03	1.24
Terrington St Clement	1,321	2.79	3.26	3.72	4.19	Terrington St Clement	1,321	5.12	6.05	6.98	8.38
Terrington St John	288	2.43	2.84	3.24	3.65	Terrington St John	288	4.46	5.27	6.08	7.30
Thornham	373	0.07	0.09	0.10	0.11	Thornham	373	0.13	0.16	0.18	0.22
Tilney All Saints	195	0.55	0.64	0.73	0.82	Tilney All Saints	195	1.00	1.18	1.37	1.64
Tilney St Lawrence	490	1.29	1.51	1.72	1.94	Tilney St Lawrence	490	2.37	2.80	3.23	3.88
Titchwell	58	0.00	0.00	0.00	0.00	Titchwell	58	0.00	0.00	0.00	0.00
Tottenham	74	0.00	0.00	0.00	0.00	Tottenham	74	0.00	0.00	0.00	0.00
Upwell	950	3.25	3.80	4.34	4.88	Upwell	950	5.96	7.05	8.13	9.76
Walpole	612	0.14	0.16	0.19	0.21	Walpole	612	0.26	0.30	0.35	0.42
Walpole Cross Keys	185	0.36	0.42	0.48	0.54	Walpole Cross Keys	185	0.66	0.78	0.90	1.08
Walpole Highway	244	1.23	1.44	1.64	1.85	Walpole Highway	244	2.26	2.67	3.08	3.70

Appendix 5

SPECIAL ITEMS 2023/2024
SPECIAL EXPENSES

(Local Government Finance Act 1992 Section 34(3))

Parish	Tax Base	Valuation Bands				Parish	Tax Base	Valuation Bands			
		A (1)	B (2)	C (3)	D (4)			E (5)	F (6)	G (7)	H (8)
		£p	£p	£p	£p			£p	£p	£p	£p
Walsoken	517	1.21	1.42	1.62	1.82	Walsoken	517	2.22	2.63	3.03	3.64
Watlington	838	1.36	1.59	1.81	2.04	Watlington	838	2.49	2.95	3.40	4.08
Welney	189	0.00	0.00	0.00	0.00	Welney	189	0.00	0.00	0.00	0.00
Wereham	251	0.00	0.00	0.00	0.00	Wereham	251	0.00	0.00	0.00	0.00
West Acre	80	0.42	0.49	0.56	0.63	West Acre	80	0.77	0.91	1.05	1.26
West Dereham	161	0.29	0.34	0.39	0.44	West Dereham	161	0.54	0.64	0.73	0.88
West Rudham	99	0.00	0.00	0.00	0.00	West Rudham	99	0.00	0.00	0.00	0.00
West Walton	592	0.23	0.27	0.31	0.35	West Walton	592	0.43	0.51	0.58	0.70
West Winch	1,017	1.33	1.55	1.77	1.99	West Winch	1,017	2.43	2.87	3.32	3.98
Wiggenhall St Germans	467	1.23	1.43	1.64	1.84	Wiggenhall St Germans	467	2.25	2.66	3.07	3.68
Wiggenhall St Mary Magdalen	233	3.61	4.22	4.82	5.42	Wiggenhall St Mary Magdalen	233	6.62	7.83	9.03	10.84
Wimbotsham	248	1.37	1.59	1.82	2.05	Wimbotsham	248	2.51	2.96	3.42	4.10
Wormegay	133	0.00	0.00	0.00	0.00	Wormegay	133	0.00	0.00	0.00	0.00
Wretton	152	0.00	0.00	0.00	0.00	Wretton	152	0.00	0.00	0.00	0.00

Appendix 6

**SPECIAL ITEMS 2023/2024
PARISH PRECEPTS**

(Local Government Finance Act 1992 Section 34(3))

**SPECIAL ITEMS 2023/2024
PARISH PRECEPTS**

(Local Government Finance Act 1992 Section 34(3))

49	Parish	Tax Base	Valuation Bands				Parish	Tax Base	Valuation Bands			
			A	B	C	D			E	F	G	H
			(1)	(2)	(3)	(4)			(5)	(6)	(7)	(8)
		£p	£p	£p	£p			£p	£p	£p	£p	
	Anmer	23	0.00	0.00	0.00	0.00	Anmer	23	0.00	0.00	0.00	0.00
	Bagthorpe with Barmer	24	0.00	0.00	0.00	0.00	Bagthorpe with Barmer	24	0.00	0.00	0.00	0.00
	Barton Bendish	95	38.07	44.42	50.76	57.11	Barton Bendish	95	69.80	82.49	95.18	114.22
	Barwick	26	0.00	0.00	0.00	0.00	Barwick	26	0.00	0.00	0.00	0.00
	Bawsey	70	0.00	0.00	0.00	0.00	Bawsey	70	0.00	0.00	0.00	0.00
	Bircham	239	47.22	55.09	62.96	70.83	Bircham	239	86.57	102.31	118.05	141.66
	Boughton	106	32.55	37.98	43.40	48.83	Boughton	106	59.68	70.53	81.38	97.66
	Brancaster	777	20.00	23.33	26.67	30.00	Brancaster	777	36.67	43.33	50.00	60.00
	Burnham Market	631	45.98	53.64	61.31	68.97	Burnham Market	631	84.30	99.62	114.95	137.94
	Burnham Norton	68	16.45	19.19	21.93	24.67	Burnham Norton	68	30.15	35.63	41.12	49.34
	Burnham Overy	265	36.59	42.68	48.78	54.88	Burnham Overy	265	67.08	79.27	91.47	109.76
	Burnham Thorpe	91	74.61	87.04	99.48	111.91	Burnham Thorpe	91	136.78	161.65	186.52	223.82
	Castle Acre	351	31.06	36.24	41.41	46.59	Castle Acre	351	56.94	67.30	77.65	93.18
	Castle Rising	113	0.00	0.00	0.00	0.00	Castle Rising	113	0.00	0.00	0.00	0.00
	Choseley	13	0.00	0.00	0.00	0.00	Choseley	13	0.00	0.00	0.00	0.00
	Clenchwarton	698	51.28	59.83	68.37	76.92	Clenchwarton	698	94.01	111.11	128.20	153.84
	Congham	115	38.69	45.13	51.58	58.03	Congham	115	70.93	83.82	96.72	116.06
	Crimplesham	100	78.01	91.02	104.02	117.02	Crimplesham	100	143.02	169.03	195.03	234.04
	Denver	321	49.83	58.13	66.44	74.74	Denver	321	91.35	107.96	124.57	149.48
	Dersingham	1,798	58.75	68.55	78.34	88.13	Dersingham	1,798	107.71	127.30	146.88	176.26
	Docking	516	37.46	43.70	49.95	56.19	Docking	516	68.68	81.16	93.65	112.38
	Downham Market	3,842	97.07	113.24	129.42	145.60	Downham Market	3,842	177.96	210.31	242.67	291.20
	Downham West	96	45.83	53.46	61.10	68.74	Downham West	96	84.02	99.29	114.57	137.48
	East Rudham	234	32.27	37.65	43.03	48.41	East Rudham	234	59.17	69.93	80.68	96.82
	East Walton	27	0.00	0.00	0.00	0.00	East Walton	27	0.00	0.00	0.00	0.00
	East Winch	296	33.73	39.35	44.97	50.59	East Winch	296	61.83	73.07	84.32	101.18
	Emneth	917	29.81	34.77	39.74	44.71	Emneth	917	54.65	64.58	74.52	89.42
	Feltwell	740	40.55	47.31	54.07	60.83	Feltwell	740	74.35	87.87	101.38	121.66
	Fincham	189	36.51	42.60	48.68	54.77	Fincham	189	66.94	79.11	91.28	109.54
	Flitcham	80	31.47	36.71	41.96	47.20	Flitcham	80	57.69	68.18	78.67	94.40
	Fordham	26	0.00	0.00	0.00	0.00	Fordham	26	0.00	0.00	0.00	0.00
	Fring	39	0.00	0.00	0.00	0.00	Fring	39	0.00	0.00	0.00	0.00
	Gayton	515	77.71	90.67	103.62	116.57	Gayton	515	142.47	168.38	194.28	233.14
	Great Massingham	336	44.29	51.68	59.06	66.44	Great Massingham	336	81.20	95.97	110.73	132.88
	Grimston	727	21.64	25.25	28.85	32.46	Grimston	727	39.67	46.89	54.10	64.92
	Harpley	155	29.31	34.20	39.08	43.97	Harpley	155	53.74	63.51	73.28	87.94
	Heacham	1,950	53.75	62.71	71.67	80.63	Heacham	1,950	98.55	116.47	134.38	161.26
	Hilgay	464	44.25	51.63	59.00	66.38	Hilgay	464	81.13	95.88	110.63	132.76
	Hillington	128	28.58	33.34	38.11	42.87	Hillington	128	52.40	61.92	71.45	85.74
	Hockwold	403	42.54	49.63	56.72	63.81	Hockwold	403	77.99	92.17	106.35	127.62
	Holme-next-Sea	227	0.00	0.00	0.00	0.00	Holme-next-Sea	227	0.00	0.00	0.00	0.00
	Houghton	33	0.00	0.00	0.00	0.00	Houghton	33	0.00	0.00	0.00	0.00
	Hunstanton	2,203	59.01	68.85	78.68	88.52	Hunstanton	2,203	108.19	127.86	147.53	177.04
	Ingoldisthorpe	332	16.09	18.77	21.45	24.13	Ingoldisthorpe	332	29.49	34.85	40.22	48.26

Appendix 6

**SPECIAL ITEMS 2023/2024
PARISH PRECEPTS**

(Local Government Finance Act 1992 Section 34(3))

**SPECIAL ITEMS 2023/2024
PARISH PRECEPTS**

(Local Government Finance Act 1992 Section 34(3))

Parish	Tax Base	Valuation Bands				Parish	Tax Base	Valuation Bands			
		A	B	C	D			E	F	G	H
		(1)	(2)	(3)	(4)			(5)	(6)	(7)	(8)
	£p	£p	£p	£p		£p	£p	£p	£p		
King's Lynn	10,835	0.00	0.00	0.00	0.00	King's Lynn	10,835	0.00	0.00	0.00	0.00
Leziate	280	32.25	37.62	43.00	48.37	Leziate	280	59.12	69.87	80.62	96.74
Little Massingham	47	0.00	0.00	0.00	0.00	Little Massingham	47	0.00	0.00	0.00	0.00
Marham	767	47.62	55.56	63.49	71.43	Marham	767	87.30	103.18	119.05	142.86
Marshland St James	456	64.47	75.22	85.96	96.71	Marshland St James	456	118.20	139.69	161.18	193.42
Methwold	576	80.85	94.33	107.80	121.28	Methwold	576	148.23	175.18	202.13	242.56
Middleton	581	30.37	35.43	40.49	45.55	Middleton	581	55.67	65.79	75.92	91.10
Nordelph	145	48.21	56.24	64.28	72.31	Nordelph	145	88.38	104.45	120.52	144.62
North Creake	183	57.47	67.04	76.62	86.20	North Creake	183	105.36	124.51	143.67	172.40
North Runcton	269	41.34	48.23	55.12	62.01	North Runcton	269	75.79	89.57	103.35	124.02
Northwold	424	39.30	45.85	52.40	58.95	Northwold	424	72.05	85.15	98.25	117.90
North Wootton	865	34.07	39.74	45.42	51.10	North Wootton	865	62.46	73.81	85.17	102.20
Old Hunstanton	362	24.97	29.13	33.29	37.45	Old Hunstanton	362	45.77	54.09	62.42	74.90
Outwell	689	22.83	26.64	30.44	34.25	Outwell	689	41.86	49.47	57.08	68.50
Pentney	224	56.52	65.94	75.36	84.78	Pentney	224	103.62	122.46	141.30	169.56
Ringstead	169	74.91	87.39	99.88	112.36	Ringstead	169	137.33	162.30	187.27	224.72
Roydon	135	30.89	36.03	41.18	46.33	Roydon	135	56.63	66.92	77.22	92.66
Runcton Holme	232	46.61	54.38	62.15	69.92	Runcton Holme	232	85.46	101.00	116.53	139.84
Ryston	43	0.00	0.00	0.00	0.00	Ryston	43	0.00	0.00	0.00	0.00
Sandringham	177	0.00	0.00	0.00	0.00	Sandringham	177	0.00	0.00	0.00	0.00
Sedgeford	287	23.53	27.45	31.37	35.29	Sedgeford	287	43.13	50.97	58.82	70.58
Shernborne	21	0.00	0.00	0.00	0.00	Shernborne	21	0.00	0.00	0.00	0.00
Shouldham	243	44.20	51.57	58.93	66.30	Shouldham	243	81.03	95.77	110.50	132.60
Shouldham Thorpe	60	0.00	0.00	0.00	0.00	Shouldham Thorpe	60	0.00	0.00	0.00	0.00
Snettisham	1,134	67.25	78.45	89.66	100.87	Snettisham	1,134	123.29	145.70	168.12	201.74
South Creake	278	39.19	45.72	52.25	58.78	South Creake	278	71.84	84.90	97.97	117.56
Southery	419	39.79	46.42	53.05	59.68	Southery	419	72.94	86.20	99.47	119.36
South Wootton	1,705	42.78	49.91	57.04	64.17	South Wootton	1,705	78.43	92.69	106.95	128.34
Stanhoe	134	40.33	47.05	53.77	60.49	Stanhoe	134	73.93	87.37	100.82	120.98
Stoke Ferry	386	25.33	29.55	33.77	37.99	Stoke Ferry	386	46.43	54.87	63.32	75.98
Stow Bardolph	434	24.59	28.68	32.78	36.88	Stow Bardolph	434	45.08	53.27	61.47	73.76
Stradsett	29	0.00	0.00	0.00	0.00	Stradsett	29	0.00	0.00	0.00	0.00
Syderstone	224	35.47	41.38	47.29	53.20	Syderstone	224	65.02	76.84	88.67	106.40
Terrington St Clement	1,321	111.71	130.32	148.94	167.56	Terrington St Clement	1,321	204.80	242.03	279.27	335.12
Terrington St John	288	115.74	135.03	154.32	173.61	Terrington St John	288	212.19	250.77	289.35	347.22
Thornham	373	62.64	73.08	83.52	93.96	Thornham	373	114.84	135.72	156.60	187.92
Tilney All Saints	195	69.94	81.60	93.25	104.91	Tilney All Saints	195	128.22	151.54	174.85	209.82
Tilney St Lawrence	490	35.55	41.48	47.40	53.33	Tilney St Lawrence	490	65.18	77.03	88.88	106.66
Titchwell	58	10.90	12.72	14.53	16.35	Titchwell	58	19.98	23.62	27.25	32.70
Tottenham	74	24.84	28.98	33.12	37.26	Tottenham	74	45.54	53.82	62.10	74.52
Upwell	950	27.79	32.43	37.06	41.69	Upwell	950	50.95	60.22	69.48	83.38
Walpole	612	22.51	26.26	30.01	33.76	Walpole	612	41.26	48.76	56.27	67.52
Walpole Cross Keys	185	35.65	41.60	47.54	53.48	Walpole Cross Keys	185	65.36	77.25	89.13	106.96
Walpole Highway	244	36.06	42.07	48.08	54.09	Walpole Highway	244	66.11	78.13	90.15	108.18

Appendix 6

**SPECIAL ITEMS 2023/2024
PARISH PRECEPTS**

(Local Government Finance Act 1992 Section 34(3))

**SPECIAL ITEMS 2023/2024
PARISH PRECEPTS**
(Local Government Finance Act 1992 Section 34(3))

Parish	Tax Base	Valuation Bands				Parish	Tax Base	Valuation Bands			
		A (1)	B (2)	C (3)	D (4)			E (5)	F (6)	G (7)	H (8)
		£p	£p	£p	£p			£p	£p	£p	£p
Walsoken	517	15.93	18.58	21.24	23.89	Walsoken	517	29.20	34.51	39.82	47.78
Watlington	838	51.83	60.46	69.10	77.74	Watlington	838	95.02	112.29	129.57	155.48
Welney	189	105.23	122.77	140.31	157.85	Welney	189	192.93	228.01	263.08	315.70
Wereham	251	47.24	55.11	62.99	70.86	Wereham	251	86.61	102.35	118.10	141.72
West Acre	80	20.97	24.46	27.96	31.45	West Acre	80	38.44	45.43	52.42	62.90
West Dereham	161	69.81	81.45	93.08	104.72	West Dereham	161	127.99	151.26	174.53	209.44
West Rudham	99	26.29	30.68	35.06	39.44	West Rudham	99	48.20	56.97	65.73	78.88
West Walton	592	24.19	28.22	32.25	36.28	West Walton	592	44.34	52.40	60.47	72.56
West Winch	1,017	28.79	33.59	38.39	43.19	West Winch	1,017	52.79	62.39	71.98	86.38
Wiggenhall St Germans	467	35.83	41.80	47.77	53.74	Wiggenhall St Germans	467	65.68	77.62	89.57	107.48
Wiggenhall St Mary Magdalen	233	47.31	55.20	63.08	70.97	Wiggenhall St Mary Magdalen	233	86.74	102.51	118.28	141.94
Wimbotsham	248	58.80	68.60	78.40	88.20	Wimbotsham	248	107.80	127.40	147.00	176.40
Wormegay	133	30.65	35.75	40.86	45.97	Wormegay	133	56.19	66.40	76.62	91.94
Wretton	152	29.37	34.26	39.16	44.05	Wretton	152	53.84	63.63	73.42	88.10

COUNCIL TAX 2023/2024

(Local Government Finance Act 1992 Section 30(2))

Parish	Valuation Bands			
	A (1)	B (2)	C (3)	D (4)
	£p	£p	£p	£p
Anmer	1,359.63	1,586.24	1,812.84	2,039.45
Bagthorpe with Barmer	1,359.63	1,586.24	1,812.84	2,039.45
Barton Bendish	1,397.84	1,630.82	1,863.79	2,096.77
Barwick	1,359.63	1,586.24	1,812.84	2,039.45
Bawsey	1,359.63	1,586.24	1,812.84	2,039.45
Bircham	1,407.44	1,642.01	1,876.58	2,111.16
Boughton	1,392.18	1,624.22	1,856.24	2,088.28
Brancaster	1,379.75	1,609.71	1,839.67	2,069.63
Burnham Market	1,406.78	1,641.25	1,875.71	2,110.18
Burnham Norton	1,376.08	1,605.43	1,834.77	2,064.12
Burnham Overy	1,396.22	1,628.92	1,861.62	2,094.33
Burnham Thorpe	1,435.19	1,674.39	1,913.59	2,152.79
Castle Acre	1,390.75	1,622.55	1,854.33	2,086.13
Castle Rising	1,359.63	1,586.24	1,812.84	2,039.45
Choseley	1,359.63	1,586.24	1,812.84	2,039.45
Clenchwarton	1,412.00	1,647.34	1,882.66	2,118.00
Congham	1,398.32	1,631.37	1,864.42	2,097.48
Crimplesham	1,437.64	1,677.26	1,916.86	2,156.47
Denver	1,412.12	1,647.47	1,882.83	2,118.18
Dersingham	1,418.76	1,655.23	1,891.69	2,128.15
Docking	1,397.78	1,630.74	1,863.71	2,096.67
Downham Market	1,473.37	1,718.92	1,964.48	2,210.05
Downham West	1,405.46	1,639.70	1,873.94	2,108.19
East Rudham	1,392.01	1,624.02	1,856.02	2,088.03
East Walton	1,359.63	1,586.24	1,812.84	2,039.45
East Winch	1,399.86	1,633.17	1,866.48	2,099.79
Emneth	1,390.68	1,622.46	1,854.23	2,086.02
Feltwell	1,401.39	1,634.96	1,868.52	2,102.09
Fincham	1,397.23	1,630.12	1,862.98	2,095.86
Flitcham	1,391.10	1,622.95	1,854.80	2,086.65
Fordham	1,359.63	1,586.24	1,812.84	2,039.45
Fring	1,359.63	1,586.24	1,812.84	2,039.45
Gayton	1,438.40	1,678.15	1,917.87	2,157.61
Great Massingham	1,404.08	1,638.11	1,872.11	2,106.13
Grimston	1,382.98	1,613.48	1,843.97	2,074.47
Harpley	1,388.94	1,620.44	1,851.92	2,083.42
Heacham	1,417.43	1,653.67	1,889.91	2,126.15
Hilgay	1,410.20	1,645.24	1,880.27	2,115.31
Hillington	1,388.47	1,619.88	1,851.30	2,082.71
Hockwold	1,402.62	1,636.39	1,870.16	2,103.93
Holme-next-Sea	1,359.63	1,586.24	1,812.84	2,039.45
Houghton	1,359.63	1,586.24	1,812.84	2,039.45
Hunstanton	1,442.86	1,683.35	1,923.81	2,164.30
Ingoldisthorpe	1,375.72	1,605.01	1,834.29	2,063.58
King's Lynn	1,393.93	1,626.26	1,858.57	2,090.90
Leziate	1,392.62	1,624.72	1,856.83	2,088.93
Little Massingham	1,359.63	1,586.24	1,812.84	2,039.45
Marham	1,407.88	1,642.53	1,877.17	2,111.82
Marshland St James	1,424.13	1,661.49	1,898.84	2,136.20
Methwold	1,440.97	1,681.14	1,921.29	2,161.46
Middleton	1,390.00	1,621.67	1,853.33	2,085.00
Nordelph	1,407.84	1,642.48	1,877.12	2,111.76

COUNCIL TAX 2023/2024

(Local Government Finance Act 1992 Section 30(2))

Parish	Valuation Bands			
	E (5)	F (6)	G (7)	H (8)
	£p	£p	£p	£p
Anmer	2,492.66	2,945.87	3,399.08	4,078.90
Bagthorpe with Barmer	2,492.66	2,945.87	3,399.08	4,078.90
Barton Bendish	2,562.72	3,028.66	3,494.61	4,193.54
Barwick	2,492.66	2,945.87	3,399.08	4,078.90
Bawsey	2,492.66	2,945.87	3,399.08	4,078.90
Bircham	2,580.31	3,049.45	3,518.60	4,222.32
Boughton	2,552.34	3,016.40	3,480.46	4,176.56
Brancaster	2,529.55	2,989.46	3,449.38	4,139.26
Burnham Market	2,579.11	3,048.03	3,516.96	4,220.36
Burnham Norton	2,522.81	2,981.50	3,440.20	4,128.24
Burnham Overy	2,559.74	3,025.14	3,490.55	4,188.66
Burnham Thorpe	2,631.19	3,109.59	3,587.98	4,305.58
Castle Acre	2,549.71	3,013.30	3,476.88	4,172.26
Castle Rising	2,492.66	2,945.87	3,399.08	4,078.90
Choseley	2,492.66	2,945.87	3,399.08	4,078.90
Clenchwarton	2,588.66	3,059.33	3,530.00	4,236.00
Congham	2,563.59	3,029.69	3,495.80	4,194.96
Crimplesham	2,635.68	3,114.90	3,594.11	4,312.94
Denver	2,588.89	3,059.59	3,530.30	4,236.36
Dersingham	2,601.07	3,073.99	3,546.91	4,256.30
Docking	2,562.60	3,028.52	3,494.45	4,193.34
Downham Market	2,701.18	3,192.29	3,683.42	4,420.10
Downham West	2,576.68	3,045.16	3,513.65	4,216.38
East Rudham	2,552.04	3,016.05	3,480.04	4,176.06
East Walton	2,492.66	2,945.87	3,399.08	4,078.90
East Winch	2,566.41	3,033.02	3,499.65	4,199.58
Emneth	2,549.58	3,013.14	3,476.70	4,172.04
Feltwell	2,569.22	3,036.35	3,503.48	4,204.18
Fincham	2,561.60	3,027.35	3,493.09	4,191.72
Flitcham	2,550.35	3,014.05	3,477.75	4,173.30
Fordham	2,492.66	2,945.87	3,399.08	4,078.90
Fring	2,492.66	2,945.87	3,399.08	4,078.90
Gayton	2,637.07	3,116.55	3,596.01	4,315.22
Great Massingham	2,574.15	3,042.19	3,510.21	4,212.26
Grimston	2,535.46	2,996.46	3,457.45	4,148.94
Harpley	2,546.40	3,009.38	3,472.36	4,166.84
Heacham	2,598.63	3,071.11	3,543.58	4,252.30
Hilgay	2,585.38	3,055.44	3,525.51	4,230.62
Hillington	2,545.54	3,008.35	3,471.18	4,165.42
Hockwold	2,571.47	3,039.01	3,506.55	4,207.86
Holme-next-Sea	2,492.66	2,945.87	3,399.08	4,078.90
Houghton	2,492.66	2,945.87	3,399.08	4,078.90
Hunstanton	2,645.25	3,126.21	3,607.16	4,328.60
Ingoldisthorpe	2,522.15	2,980.72	3,439.30	4,127.16
King's Lynn	2,555.54	3,020.19	3,484.83	4,181.80
Leziate	2,553.14	3,017.34	3,481.55	4,177.86
Little Massingham	2,492.66	2,945.87	3,399.08	4,078.90
Marham	2,581.11	3,050.41	3,519.70	4,223.64
Marshland St James	2,610.91	3,085.62	3,560.33	4,272.40
Methwold	2,641.78	3,122.10	3,602.43	4,322.92
Middleton	2,548.33	3,011.66	3,475.00	4,170.00
Nordelph	2,581.04	3,050.32	3,519.60	4,223.52

COUNCIL TAX 2023/2024

(Local Government Finance Act 1992 Section 30(2))

Parish	Valuation Bands			
	A (1)	B (2)	C (3)	D (4)
	£p	£p	£p	£p
North Creake	1,419.03	1,655.53	1,892.03	2,128.54
North Runcton	1,400.97	1,634.47	1,867.96	2,101.46
Northwold	1,399.26	1,632.48	1,865.68	2,098.90
North Wootton	1,399.70	1,632.98	1,866.26	2,099.55
Old Hunstanton	1,387.18	1,618.38	1,849.57	2,080.77
Outwell	1,384.97	1,615.81	1,846.63	2,077.47
Pentney	1,416.39	1,652.46	1,888.52	2,124.59
Ringstead	1,434.54	1,673.63	1,912.72	2,151.81
Roydon	1,392.10	1,624.11	1,856.13	2,088.15
Runcton Holme	1,406.33	1,640.72	1,875.11	2,109.50
Ryston	1,359.63	1,586.24	1,812.84	2,039.45
Sandringham	1,359.63	1,586.24	1,812.84	2,039.45
Sedgeford	1,383.16	1,613.69	1,844.21	2,074.74
Sherborne	1,359.63	1,586.24	1,812.84	2,039.45
Shouldham	1,403.86	1,637.84	1,871.81	2,105.79
Shouldham Thorpe	1,359.63	1,586.24	1,812.84	2,039.45
Snettisham	1,427.19	1,665.05	1,902.91	2,140.78
South Creake	1,399.87	1,633.19	1,866.49	2,099.81
Southery	1,401.55	1,635.15	1,868.73	2,102.33
South Wootton	1,404.94	1,639.10	1,873.25	2,107.41
Stanhoe	1,399.96	1,633.29	1,866.61	2,099.94
Stoke Ferry	1,386.43	1,617.50	1,848.57	2,079.64
Stow Bardolph	1,384.22	1,614.92	1,845.62	2,076.33
Stradsett	1,359.63	1,586.24	1,812.84	2,039.45
Syderstone	1,395.51	1,628.10	1,860.68	2,093.27
Terrington St Clement	1,474.13	1,719.82	1,965.50	2,211.20
Terrington St John	1,477.80	1,724.11	1,970.40	2,216.71
Thornham	1,422.34	1,659.41	1,896.46	2,133.52
Tilney All Saints	1,430.12	1,668.48	1,906.82	2,145.18
Tilney St Lawrence	1,396.47	1,629.23	1,861.96	2,094.72
Titchwell	1,370.53	1,598.96	1,827.37	2,055.80
Tottenhill	1,384.47	1,615.22	1,845.96	2,076.71
Upwell	1,390.67	1,622.47	1,854.24	2,086.02
Walpole	1,382.28	1,612.66	1,843.04	2,073.42
Walpole Cross Keys	1,395.64	1,628.26	1,860.86	2,093.47
Walpole Highway	1,396.92	1,629.75	1,862.56	2,095.39
Walsoken	1,376.77	1,606.24	1,835.70	2,065.16
Watlington	1,412.82	1,648.29	1,883.75	2,119.23
Welney	1,464.86	1,709.01	1,953.15	2,197.30
Wereham	1,406.87	1,641.35	1,875.83	2,110.31
West Acre	1,381.02	1,611.19	1,841.36	2,071.53
West Dereham	1,429.73	1,668.03	1,906.31	2,144.61
West Rudham	1,385.92	1,616.92	1,847.90	2,078.89
West Walton	1,384.05	1,614.73	1,845.40	2,076.08
West Winch	1,389.75	1,621.38	1,853.00	2,084.63
Wiggenhall St Germans	1,396.69	1,629.47	1,862.25	2,095.03
Wiggenhall St Mary Magdalen	1,410.55	1,645.66	1,880.74	2,115.84
Wimbotsham	1,419.80	1,656.43	1,893.06	2,129.70
Wormegay	1,390.28	1,621.99	1,853.70	2,085.42
Wretton	1,389.00	1,620.50	1,852.00	2,083.50

COUNCIL TAX 2023/2024

(Local Government Finance Act 1992 Section 30(2))

Parish	Valuation Bands			
	E (5)	F (6)	G (7)	H (8)
	£p	£p	£p	£p
North Creake	2,601.55	3,074.55	3,547.57	4,257.08
North Runcton	2,568.45	3,035.44	3,502.43	4,202.92
Northwold	2,565.32	3,031.74	3,498.16	4,197.80
North Wootton	2,566.12	3,032.68	3,499.25	4,199.10
Old Hunstanton	2,543.16	3,005.55	3,467.95	4,161.54
Outwell	2,539.13	3,000.79	3,462.44	4,154.94
Pentney	2,596.72	3,068.85	3,540.98	4,249.18
Ringstead	2,629.99	3,108.17	3,586.35	4,303.62
Roydon	2,552.19	3,016.21	3,480.25	4,176.30
Runcton Holme	2,578.28	3,047.06	3,515.83	4,219.00
Ryston	2,492.66	2,945.87	3,399.08	4,078.90
Sandringham	2,492.66	2,945.87	3,399.08	4,078.90
Sedgeford	2,535.79	2,996.84	3,457.90	4,149.48
Sherborne	2,492.66	2,945.87	3,399.08	4,078.90
Shouldham	2,573.74	3,041.70	3,509.65	4,211.58
Shouldham Thorpe	2,492.66	2,945.87	3,399.08	4,078.90
Snettisham	2,616.51	3,092.23	3,567.97	4,281.56
South Creake	2,566.43	3,033.05	3,499.68	4,199.62
Southery	2,569.51	3,036.69	3,503.88	4,204.66
South Wootton	2,575.72	3,044.03	3,512.35	4,214.82
Stanhoe	2,566.59	3,033.24	3,499.90	4,199.88
Stoke Ferry	2,541.78	3,003.92	3,466.07	4,159.28
Stow Bardolph	2,537.74	2,999.14	3,460.55	4,152.66
Stradsett	2,492.66	2,945.87	3,399.08	4,078.90
Syderstone	2,558.44	3,023.61	3,488.78	4,186.54
Terrington St Clement	2,702.58	3,193.95	3,685.33	4,422.40
Terrington St John	2,709.31	3,201.91	3,694.51	4,433.42
Thornham	2,607.63	3,081.75	3,555.86	4,267.04
Tilney All Saints	2,621.88	3,098.59	3,575.30	4,290.36
Tilney St Lawrence	2,560.21	3,025.70	3,491.19	4,189.44
Titchwell	2,512.64	2,969.49	3,426.33	4,111.60
Tottenhill	2,538.20	2,999.69	3,461.18	4,153.42
Upwell	2,549.57	3,013.14	3,476.69	4,172.04
Walpole	2,534.18	2,994.93	3,455.70	4,146.84
Walpole Cross Keys	2,558.68	3,023.90	3,489.11	4,186.94
Walpole Highway	2,561.03	3,026.67	3,492.31	4,190.78
Walsoken	2,524.08	2,983.01	3,441.93	4,130.32
Watlington	2,590.17	3,061.11	3,532.05	4,238.46
Welney	2,685.59	3,173.88	3,662.16	4,394.60
Wereham	2,579.27	3,048.22	3,517.18	4,220.62
West Acre	2,531.87	2,992.21	3,452.55	4,143.06
West Dereham	2,621.19	3,097.77	3,574.34	4,289.22
West Rudham	2,540.86	3,002.84	3,464.81	4,157.78
West Walton	2,537.43	2,998.78	3,460.13	4,152.16
West Winch	2,547.88	3,011.13	3,474.38	4,169.26
Wiggenhall St Germans	2,560.59	3,026.15	3,491.72	4,190.06
Wiggenhall St Mary Magdalen	2,586.02	3,056.21	3,526.39	4,231.68
Wimbotsham	2,602.97	3,076.23	3,549.50	4,259.40
Wormegay	2,548.85	3,012.27	3,475.70	4,170.84
Wretton	2,546.50	3,009.50	3,472.50	4,167.00

[Click here to view a recording of this item on YouTube](#)

Assistant Director Resources and S151 Officer presented and summarised the report which Council was required to receive and approve a Treasury Management Strategy Statement; Annual Investment Strategy; and Minimum Revenue Provision Policy Statement which covered:

- The Treasury Management Strategy
- Capital plans, including prudential indicators
- A Minimum Revenue Provision (MRP) Policy
- An Investment Strategy

The report covered the requirements of the Local Government Act 2003, the Chartered Institute of Public Finance Accountants (CIPFA) Prudential Code, The Department of Levelling Up, Housing and Communities (DLUHC) and Local Government (MHCLG)), MRP Guidance, the CIPFA Treasury Management Code and the DLUHC Investment Guidance.

The Council's Treasury Advisor, Link Asset Services, provided a template document for the Treasury Management Strategy Statement, which was fully compliant with CIPFA's code and DLUHC's guidance. The Council had used this template in preparing the report which looked at the period 2023-2027, fitting with the Council's Financial Plan and Capital Programme. Officers of the council had prepared the report based on their views of forecasts for interest rates, and had used information provided by the council's Treasury Management Advisor, Link Asset Services

Under standing order 34 Councillor Morley asked that the Treasury Management information be presented as part of the induction process for members. It was confirmed that this was in the plan, and that training had been provided previously.

Councillor Dickinson commented on the creditworthiness within the policies and the security of the money and investments made.

Councillor Dark summed up.

RECOMMENDED: That Council approve:

- 1) The Treasury Management Strategy Statement 2023/2024, including treasury indicators for 2023-2027.
- 2) The Minimum Revenue Provision Policy 2023/2024
- 3) The Investment Strategy 2023/2024

Reason for the Decision

The Council must have approved a Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy 2023/2024 by 31 March 2023.

CAB119 **CAPITAL STRATEGY**

[Click here to view a recording of this item on YouTube](#)

The Assistant Director Resources and S151 Officer presented the Capital Strategy which outlined the principles and framework that shaped the Council's capital decisions. The principal aim was to deliver a programme of capital investment that contributed to the achievement of the Council's priorities and objectives as set out in the Corporate Plan. The Capital Strategy would be updated annually and would be put before Cabinet alongside the Treasury Management Strategy so that it could be approved before the year to which it related began.

The Strategy defined at the highest level how the capital programme was to be formulated; it identified the issues and options that influenced capital spending and set out how the resources and capital programme would be managed.

Under standing order 34, Councillor Morley drew attention to the projected and actual spend levels in the capital programme and suggested that the project team should re-assess their projections. Councillor Blunt confirmed that this was happening and changes would be seen.

RECOMMENDED: That the Capital Strategy 2023/2024 as attached to the report be approved.

Reason for Decision

Not to approve these policies would contravene the requirements of both legislation and good practice. In addition, the external auditors may comment in their report to those charged with governance (ISA260).

CAB120 **CAPITAL PROGRAMME 2023-24**

[Click here to view a recording of this item on YouTube](#)

The Assistant Director Resources and S151 Officer presented the report which:

- revised the 2022/2023 projections for spending on the capital programme
- set out an estimate of capital resources that would be available for 2022-2027
- detailed new capital bids that were recommended to be included in the capital programme for the period 2022-2027
- outlined provisional figures for capital expenditure for the period 2022-2027
- Exempt section details corporate capital projects

Under standing order 34 Councillor de Whalley commented that he looked forward to the Financial Risk training for Councillors as it would help them to understand and scrutinise the figures more rigorously.

Members did not wish to debate any matter in open session.

RECOMMENDED: 1) That the amendments to capital schemes and resources for the 2022-2027 capital programme as detailed in the report be approved.

2) That new capital bids as set out in section 5, table 6 of the report to be funded from available capital resources and included in the capital programme 2022-2027 as detailed in the report be approved.

3) That a report on the new capital bids in section 5 table 6 of the report, is brought back to Cabinet for further review before new capital projects can be progressed.

Reason for Decision

To report amendments, rephrasing and resources to the 2022-2027 Capital Programme

**URGENT RECOMMENDATION FROM 8 FEBRUARY 2023 CABINET MEETING
TO 23 FEBRUARY 2023**

CAB131 **MINOR UPDATES TO DELEGATED AUTHORITIES FOR REVENUES
AND BENEFITS OFFICER DECISIONS**

[Click here to view the recording of this item on You Tube](#)

A number of delegated authorities for Revenues and Benefits Officer decisions have been agreed by Cabinet and Council. This report makes minor changes to two of these to bring them up to date and in line with other delegated authorities as follows:

2.1.4

Authority be delegated to the Revenues and Benefits Manager, in consultation with the s151 Officer and Council Leader, to agree the criteria for government support schemes and discounts where they:

- *Are part of a central government support initiative,*
- *Are funded by central government, and*
- *Will be administered by the Revenues and Benefits section*

2.2.4

Delegated authority is given to the Revenues and Benefits Manager, in consultation with the s151 officer and Council Leader, to agree any non-domestic rate relief schemes where the eligibility criteria are specified by central government, and the cost is met in full by central government through a grant.

RECOMMENDED: That the updated wording for the two delegated authorities for Officer decisions as shown at 2.1.4 and 2.2.4 is supported and recommended to Council for approval.

Reason for Decision

To ensure decisions can continue to be made in a timely manner

CABINET MEMBERS REPORT TO COUNCIL

26 January 2023

COUNCILLOR HARRY HUMPHREY- CABINET MEMBER FOR CORPORATE SERVICES

For the period 1 December 2022 to January 2023

1 Progress on Portfolio Matters.

In my last report, I outlined the effectiveness and working of the CIC. At the CPP Meeting on 4th January, there was, I thought, an impressive and informative presentation on the performance of the Centre by the CIC Manager. I asked for a summary which is below.

The Council Information Centre (CIC) consists of 24 members of staff who deal with telephone, face-to-face and digital enquires relating to 14 different borough council services.

The CIC has responded to over 75,000 telephone calls (69.4% within 90 seconds), over 5,000 web chats (86% preventing the need to call the CIC) and over 9,000 enquiries at Main Reception.

This year has been particularly busy for the CIC with the introduction of the £150 energy rebate scheme, a 54% increase in Council Tax enquiries and enquiries from residents struggling with the cost of living. In addition to responding to customer enquiries, the CIC has also supported colleagues in the Revenues and Lily teams to process energy rebate and DWP Household Support Fund applications.

The CIC works very closely with Communications and the Corporate Web team to ensure the information provided on the website is correct, assists with social media enquiries, builds online forms and keeps up to date on what's happening in the borough. The digital services provided enable residents to access borough council services 24/7 which helps to free time for the CIC to help residents who do not have online access or have more complex enquiries.

At the CPP meeting, there was also an impressive and informative presentation from the Web Team Manager. Again, I asked for a summary, and the main points are below.

- The Web Team manages a digital estate of 16 websites and supports services such as our citizen account platform (OneVu), Live Chat, online forms and a whole range of other systems, often developed in-

house to meet our own specific requirements.

- The demand for digital services is greater than ever. We had over 2 million visits to west-norfolk.gov.uk website for the 2021/22 period, an increase of over 13% on the previous year and a 108% increase on 2018/19 levels.
- Our digital services play an important role in delivering services, communicating with our residents and helping meet our corporate priorities. Our website allows us to serve our customers 24/7, 365 days a year in a cost-effective manner. A very recent example of this is the bin day collection webpage receiving over 50,000 page views for the period when the Council offices were closed over the Christmas.
- The Web Team consists of four members of staff but currently has two vacancies for developers due to staff moving onto new roles outside the organisation. One of those posts has been vacant since May 2022 and this has put the team under considerable pressure.
- Despite these pressures on the team, two new websites (Sail the Wash and Visit West Norfolk) have been delivered to promote West Norfolk as a tourist destination and three new websites (Alive West Norfolk, Care and Repair and King's Lynn Innovation Centre) will be launching soon. Also, a project to redesign the Council's intranet will be starting shortly to support our Internal Communications Review.
- It is hoped to fill the two vacant developer positions early in the new year and plans are being made to ensure the Council's digital services remain in a strong position even with the challenges faced.

There was also a very good presentation from the Communications Team (which falls outside my Portfolio).

I think it could be helpful for all members to view the YouTube recording of that CPP meeting to see these informative presentations.

2 Forthcoming Activities and Developments.

Further meetings with officers and visits to gain further insights into the portfolio, but the current focus will be budget considerations

3 Meetings Attended and Meetings Scheduled

Council
Portfolio review of reserves
Cabinet briefings
Cabinet Sifting

Portfolio briefings

CPP (YouTube)

Other meetings are expected to cover areas of the portfolio and budget considerations.

CABINET MEMBERS REPORT TO COUNCIL

26 January 2023

COUNCILLOR - PAUL KUNES - CABINET MEMBER FOR THE ENVIRONMENT.

For the period 1 December 2022 to 26th January 2023

1 Progress on Portfolio Matters.

Re:fit Work

Work on the re-fit program continues. Commercial solar power options are being considered and will be presented along with the Refit HLA work.

EV Charging

Five new electric car charging sites became operational just before Christmas; which are located at Gaywood Library, Lynnsport North car park, Chapel Street, Centre Point Fairstead in King's Lynn and also at Valentine Road, Hunstanton.

Two further sites are planned in the near future in King's Lynn and Burnham Market, which we hope will be operational by the second quarter of 2023.

In addition, once the contract has been finalised, the 4 Rapid Chargers at St James' car park, King's Lynn and Central car park, Hunstanton will be replaced with new units.

An additional EV charger point has been installed at South Beach car park, Heacham.

As well as the completed charging points, work is ongoing for a substation for the EV chargers planned for Austin Street East car park in King's Lynn. Once completed, the charging points will enable 52 cars to be charged.

2 Forthcoming Activities and Developments.

Following the provision of data, further meetings have taken place with the Energy Saving Trust, who are conducting a review of the Council's vehicle fleet, with a view to moving over to electrically powered vehicles where possible. This will take place over several years as older vehicles become due for renewal.

Solar Together

In terms of next steps, we have now completed the acceptance phase. All

registrants have been sent their personal recommendation with a deadline of 25th November to decide if they wished to accept their offer. I am pleased to report that nearly 270 have accepted the offer for PV panels and/or battery storage.

I am delighted to say that across the county, King's Lynn & West Norfolk recorded by far the largest number of registrations for the scheme.

Additional

Work is almost completed on the data analysis for the next BCKLWN Carbon Audit. This will be completed by early Spring 2023.

3 Meetings Attended and Meetings Scheduled

Cabinet

Portfolio briefing: -Climate Change, Recycling and Refuse collection and Licensing.

Flood and Coastal erosion matters.

Cabinet Briefings

Budget briefings

CPP

E&C

LGA Coastal Special Interest Group (SIG)

Friends of the Earth, Klimate Concern

QEH Board of Governors

Kings Lynn Conservancy Board.

CABINET MEMBERS REPORT TO COUNCIL

26th January 2023

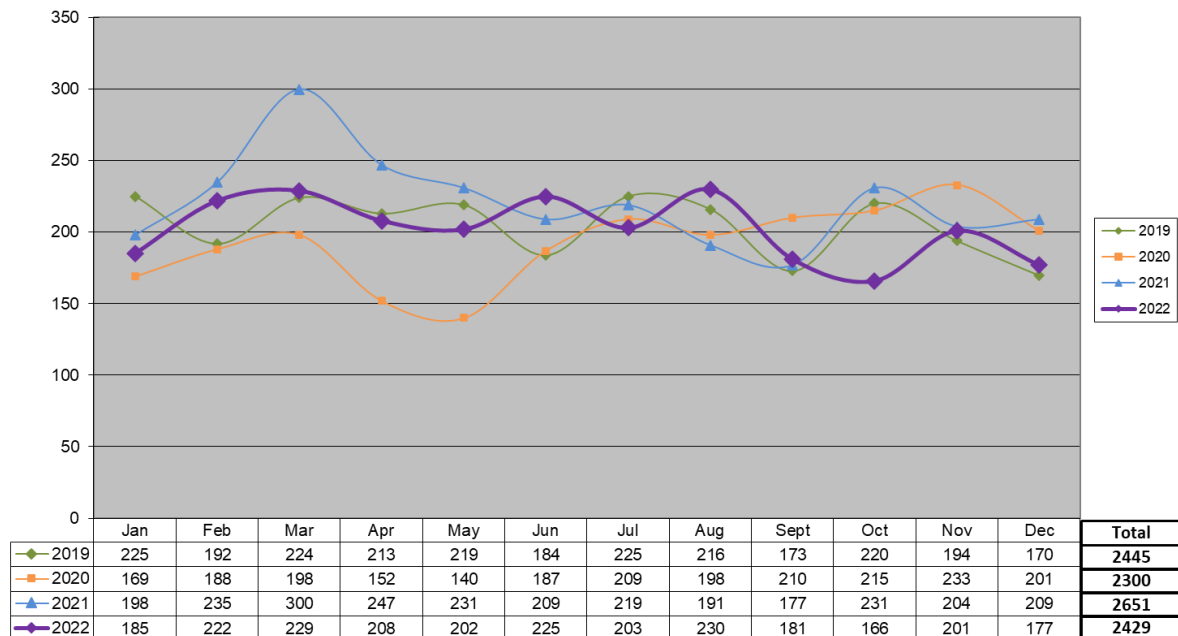
COUNCILLOR RICHARD BLUNT - CABINET MEMBER FOR DEVELOPMENT & REGENERATION

For the period from 1st December 2022 – 14th January 2023

1 Progress on Portfolio Matters.

Planning and Discharge of Conditions applications received

Planning and discharge of condition applications received



Applications received for last two months of the calendar year (2022) are similar to pre-Covid application numbers (Nov / Dec 2019). The overall applications received in 2022 are also at the same level as 2019, pre-Covid. Officers are still dealing with high caseloads, with many applications still in the system awaiting determination and officers are taking a proactive approach to clearing the older applications currently awaiting determination. Currently applications are being validated within 48 hours from receipt.

Progress with recruitment

The new Enforcement Support Officer has been appointed and they will commence on 16th January 2023.

The new Ecologist Officer has been appointed and they will commence in the near future.

Major and Minor dwelling householder applications received comparison

Major, Minor and Householder applications all dropped compared to the same period last year, in particular householder applications.

	1/1/20 – 31/12/20	1/1/21 – 31/12/21	1/1/22 – 31/12/22
No. of Major dwelling applications rec'd	22	27	18
No. of Minor dwelling applications rec'd	322	328	298
No. of Householder applications rec'd	737	902	757

*Minor dwelling applications = up to 10 units

Major dwelling applications = over 10 units

2022 performance for determining planning applications 1/12/22 – 31/12/22

	National target	Performance
Major	60%	89.5%
Non – Major	70%	88.0%

Appeal Performance – decisions made by The Planning Inspectorate 1/1/22 – 31/12/22

	Dismissed	Allowed
Planning appeals	23	9
	72%	28%
Enforcement appeals	4	1
	80%	20%

The higher the number of appeals allowed, the more The Planning Inspectorate (PINS) is going against the council's decisions, so a low figure of appeals allowed (upheld) is clearly preferable. For context the national average for planning appeals allowed annually has historically been around 34% post NPPF.

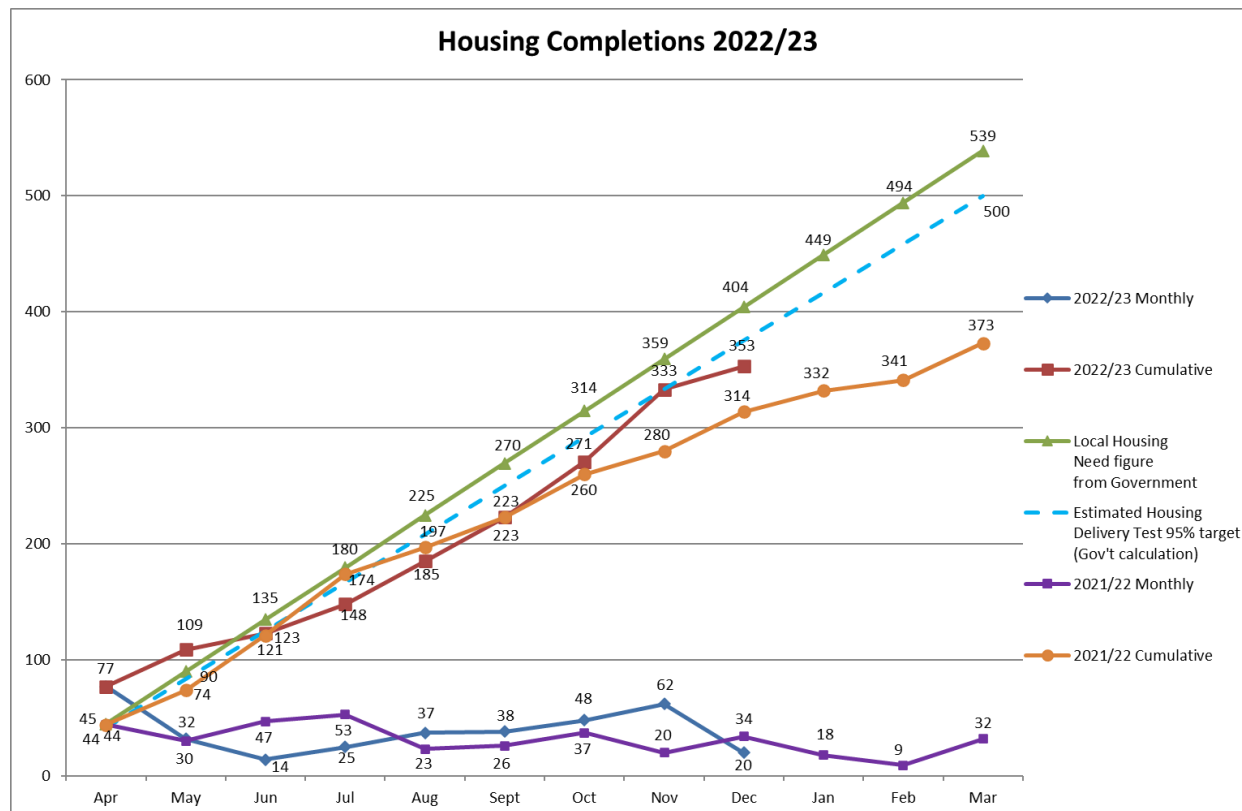
Revenue income 2022/23

Income continues to exceed projected for the financial year 2022/23.

Projected	Actual	Variance with projected
April 22 – Dec 22	April 22 – Dec 22	
£877,500	£1,427,432	+£549,932

Housing Completions

Housing completions are higher than the previous year but still below projected Local Housing Need Figure, 62 completions in November and 20 in December 2022.



Community Infrastructure Levy (CIL)

There is a rolling programme to allow CIL Funding applications twice a year and we are currently requesting applications, timetable below:

Start Date	Closing Date	Decisions Made	Funds Allocated
01 January	01 February	February/Early March	Mid/End March
01 July	01 August	August/Early September	Mid/End September

Our CIL infrastructure fund has been separated into two specific project types. This enables the funding to:

- meet wider borough infrastructure requirements
- support local community needs

South East King's Lynn Growth Area Framework Masterplan consultation

The consultation on the West Winch Growth Area SPD finished in September 2022 and the results of the consultation together with an updated SPD was considered by the LPTG on the 21st December 2022 and by the Regeneration and Development Panel on the 10th January 2023. The report will be considered by Cabinet on 17th January 2023 and Full Council 26th January 2023.

Local Plan

The Inspectors announced the adjournment of the Local Plan Examination Hearing on 11 January and have cancelled the remaining Hearing sessions planned for Thursday 12, Wednesday 25 and Thursday 26 January 2023. This is to allow us to undertake further work to justify the spatial strategy and distribution of housing in the Local Plan Review.

The Inspectors will write to the Council in the next few weeks setting out the way forward for the Examination following this adjournment and providing a timescale for the delivery of this work and the resumption of the Hearing. This letter will then be placed on the Examination website.

Neighbourhood Plans Update

- Burnham Market – submitted 22nd December 2022 (now at Regulation 15 legal check stage);
- Downham Market – Regulation 14 draft consulted upon autumn 2021 – submission of Plan awaited (coming weeks/ months)
- Gayton – Looking to submit Plan imminently (spring 2023)
- Great Massingham – Working towards publishing Neighbourhood Plan for Regulation 14 consultation (summer/ autumn 2023)
- Grimston, Congham, Roydon – Regulation 14 draft consulted upon August – October 2022 – submission of Plan awaited (coming weeks/ months)
- Marshland St James – Working towards publishing Neighbourhood Plan for Regulation 14 consultation (summer/ autumn 2023)
- North Wootton – Preliminary draft Plan received this week (w/c 9th January 2023) – HRA/ SEA screening to be sorted
- Old Hunstanton – Regulation 16 consultation finished November 2022 – appointment of Neighbourhood Plan Examiner currently being sorted
- Pentney – Looking to publish Neighbourhood Plan for Regulation 14 consultation (February/ March 2023?)
- Ringstead – Working towards publishing Neighbourhood Plan for Regulation 14 consultation (summer/ autumn 2023)
- South Wootton – Currently working to finalise Review/ updated Plan (February/ March 2023)
- Syderstone – Neighbourhood Area designated 23rd December 2022
- Walpole – Neighbourhood Area designated 29th July 2022
- Watlington – Draft (Regulation 14) Plan currently out for consultation (closing date 30th January 2023)

Regeneration

King's Lynn Town Deal Status Update

With all 6 project business cases completed and approved by government we are now entering the delivery phase (with all projects to be complete by March 2026 at the latest). The Town Deal Board is reviewing its governance arrangements having passed this milestone. Some improvements in reporting

are also being introduced to achieve consistency and avoid duplication.

As the delivery phase gets underway it is important to plan for the resources that need to be in place for the next steps. In the last week we have appointed a project specialist to support procurement activities for the Riverfront and Public Realm works. Their support will also be available to the Guildhall and Creative Hub project team. A key appointment process is underway to select a design team for the Guildhall, with an Invitation to Tender being published in the next few days. A Towns Fund update as at December 2022 is shown below.

South Quay, King’s Lynn

In relation to the South Quay regeneration area of King’s Lynn – Conservation work has continued into the new year on the historic Sommerfeld and Thomas warehouse building. The appearance of the site is changing as the removal of the 1960’s portal frame building takes place at the rear of the site adjacent to the Hampton Court building. An interested party is developing proposals for the site up to the ‘Devils Alley’ right of way, following a marketing exercise undertaken last year.

BUSINESS CASE	BUSINESS CASE APPROVAL STATUS	PROGRESS UPDATE	KEY RISKS
PROJECT 1 Youth & Retraining Pledge	Approved – in delivery phase	<ul style="list-style-type: none"> Commissioning of activities has begun with providers on framework Initial recruitment of young people has commenced Continuing networking with organisations that work with young people that are NEET Additional Activity Coordinator to be recruited. 	<ul style="list-style-type: none"> Failure to recruit support organisations/volunteers Failure to recruit participants into the project Failure to recruit SME's
PROJECT 2 Public Realm	Approved – in delivery phase	<ul style="list-style-type: none"> Art work brief developed and project call to artists launched. Rail Station Street Furniture installation complete Revised design & build procurement approach underway for Pop up kiosks – planning application pending following engagement with Historic England. Purfleet Arch design progressing with suppliers to check cost & buildability. 	<ul style="list-style-type: none"> Price increases on proposed interventions Supplier/contractor supply issues Impact of procurement issues on programme and spend
PROJECT 3 Multi User Community Hub	Approved – first annual payment pending	<ul style="list-style-type: none"> Business Case Summary Document approved Nov 22. Site acquisition near completion Heads of Terms to be agreed for funding agreement with BCKLWN Procurement of D&B contractor underway Next phase of consultation to commence 	<ul style="list-style-type: none"> Uncertainties around inflation /unforeseen build challenges impacting build costs Delays to project: e.g property purchase, relocation of masts, planning permission Public Realm and MUCH design phases not aligning
PROJECT 4 Riverfront Regeneration	Approved – first annual payment pending	<ul style="list-style-type: none"> Discussions and due diligence continue with interested parties for Sommerfeld & Thomas site Business Case Summary Document approved Nov 22. Interim Project Manager appointed. Stakeholder engagement planned for early 2023 prior to next design stage. 	<ul style="list-style-type: none"> Securing investor/developer partner Planning permissions Timescales Revenue implications from agreed scheme
PROJECT 5 Active & Clean Connectivity	Approved – first annual payment pending	<ul style="list-style-type: none"> Active Travel Hub; Invuu commissioned to prepare RIBA stage 3 for Baker Lane site. Motability ways appointed Travel Plan engagement June/July/August 2022. Capacity for 2 further businesses to be recruited. Business Case Summary Document approved. Heads of Terms to be agreed for funding agreement with BCKLWN for LCWIP schemes Progressing scope of behaviour change programme 	<ul style="list-style-type: none"> Planning & permissions for schemes Member, stakeholder, and public support for Active Travel measures
PROJECT 6 St George’s Guildhall and Creative Hub	Approved – in delivery phase	<ul style="list-style-type: none"> NLHF stage 1 application feedback received. Communications Plan updated for next phase DLUCH approval of Summary Document & first annual payment received. Progression of Meanwhile uses and activities of centre. CIO submission to Charity Commission. Founding directors appointed. Procurement of lead design team for RIBA stage 2 & 3 to commence Jan 2023. Discussions and development of relationship with Arts Council progressing. 	<ul style="list-style-type: none"> Continued engagement with site occupiers Securing further match funding Community & stakeholder engagement

Meetings Attended (including Teams Zoom and YouTube)

Portfolio Meetings, Development and Regeneration

Planning Committee

Planning Committee Sifting

Regeneration and Development Panel

Corporate Performance Panel

Cabinet Cabinet Sifting

Cabinet Briefings

Full Council

Various Meetings with Officers

Town Fund Project Board

Norfolk Strategic Planning Forum

South Gates Project meeting

West Winch Project Consultation

CABINET MEMBERS REPORT TO COUNCIL

26 JANUARY 2023

COUNCILLOR ANGIE DICKINSON - CABINET MEMBER FOR FINANCE

For the period 1 December 2022 to 26 January 2023

1 Progress on Portfolio Matters.

Progress has continued to be focused on two main topics namely the continued review of Earmarked Reserves, which has reached the end of its first stage, and the Budget Process, which will culminate in the Financial Plan report to Cabinet and Council in February.

The Grant Settlement was announced on 20 December and was slightly more beneficial than anticipated, with the continuation of some grant income that had been assumed to be discontinued and a new Funding Guarantee Grant which is designed to ensure all local authorities receive at least a 3% increase in their core spending power. Unfortunately, that good news represented just a drop in the ocean in terms of funds that need to be found to support the budget and therefore continuing service provision to residents and businesses.

Members continue to express a great amount of interest in the amount of money that the Council holds in its General Fund and Earmarked Reserves, both of which can be utilised to fund Revenue Expenditure, however, it has been important to establish just why we have so much set aside in Earmarked Reserves, balances that have accrued over a long period of time. Following the S151 Officer's review in conjunction with service managers and portfolio holders, and categorisation of each fund so we now have a clear picture of each fund's purpose, further work will be required to identify just which Reserves can be released to meet the budget shortfall over the four years of c.£8m as the General Fund balance will be wholly utilised during that period, except for the recommended minimum of 5% of budget requirement.

The budget process this year continues to be even more intense than previous years due to high levels of inflation, which impact on the Council's spending in the same way that each of us have had to face in our personal finances. At the beginning of the budget process we were showing a budget gap of c.£28m starting in year 2 of the financial plan, which is a totally unsustainable position. Budgets have been scrutinised in great detail to identify areas where savings can be made or additional income achieved and a number of areas have indeed provided additional resources, all without any significant impact on service provision. The detail will be evident in the Financial Plan but suffice to say we have progressed from having a budget shortfall in each year except year 1 (as stated in my previous report) to a budget shortfall in year 4 that will be met by drawing on Earmarked Reserves, a position which is a huge achievement by the Finance Team.

Capital projects continue to be reviewed as costs soar and funding streams are reviewed. Many capital projects will generate much needed additional

income to the Borough therefore the capital investment is crucial to our future financial viability.

Finally, the budget monitoring process continues to be reviewed and is an ever-improving tool to ensure that officers are aware of financial issues in their respective service area, something else that is even more important in the current financial climate. The most recent period has just been published and shows that many budgets have been reviewed at the most fundamental level, which has identified a range of budgets that have fallen out of kilter, and these have been reset to reflect the service being provided.

2 Forthcoming Activities and Developments.

Work will continue on the above issues, all of which will be over a prolonged period. Work on the budget process will escalate until it culminates in the budget proposal submitted to Cabinet and Council in February 2023. In the meantime work on a borough-wide car parking strategy has commenced, which will have significant financial implications.

3 Meetings Attended and Meetings Scheduled

2 Dec	Portfolio Holder Briefing
2 Dec	Earmarked Reserves review
5 Dec	Business Rates Pool review
6 Dec	Cabinet Briefing
7 Dec	KLACC Special Expenses
8 Dec	Earmarked Reserves review
8 Dec	Business Rates Pool review
9 Dec	Member Major Projects Board
9 Dec	Portfolio Holder Briefing
13 Dec	Cabinet Briefing
15 Dec	Parking Strategy review
16 Dec	Portfolio Holder Briefing
16 Dec	Portfolio Holder Briefing - budget
20 Dec	Members' Allowances Scheme review
20 Dec	Cabinet Briefing
22 Dec	Portfolio Holder Briefing
22 Dec	Budget Review
4 Jan	Corporate Performance Panel
9 Jan	Spend Analysis Briefing
9 Jan	Budget Monitoring Review
11 Jan	Portfolio Holder Briefing
11 Jan	Cabinet Briefing
11 Jan	Budget Setting Review
13 Jan	Portfolio Holder Briefing
16 Jan	Cabinet Sifting
17 Jan	Cabinet
18 Jan	Cabinet Briefing
20 Jan	Portfolio Holder Briefing

23 Jan	Cabinet Sifting
25 Jan	NCC Briefing on County Deal
25 Jan	Cabinet Briefing
26 Jan	Council

CABINET MEMBERS REPORT TO COUNCIL

26 January 2023

COUNCILLOR ADRIAN LAWRENCE - CABINET MEMBER FOR PROPERTY

For the period 1 December 2022 to January 2023

Progress on Portfolio Matters.

Land Sales :

We have managed to Exchange contracts on the lease surrender and the freehold sale of the former Argos building site to Norfolk County Council (NCC), this will help facilitate the new Multi User Community Hub project that is being delivered by NCC and part funded by Town Deal monies.

In addition to the above we have an expression of interest from a local community group that currently leases premises from the council, who may be keen to take on the freehold interest of their facility. I will be discussing this with Cabinet colleagues as this may be beneficial to both parties as the council will not be required to deal with future liabilities for the premises, and freehold ownership by the community group may well assist them with applications for grant funding opportunities that may arise in the future.

Commercial Property :

Obviously the Christmas period can be fairly slow with commercial property management with many of the light industrial/manufacturing businesses closing down for the holiday period. That said the overall portfolio is performing well, and as previously mentioned the team is progressing the rent arrears situation, and catching up with the outstanding rent reviews, lease renewals etc. Those business that have accrued arrears over the

past few years and that are on Payment Plans are, in the main, complying with the plans and making their payments. The team is working closely with the Finance Team and monitoring this regularly.

The team is currently looking at one of the terraces of light industrial units at North Lynn Industrial Estate as the roof is coming to the end of its economic life and may need replacing. The team has sought to extend the life of the roof with patch repairs however it may be that a better long-term solution will be to replace it, and costs are being sought.

Princess Theatre :

I am pleased to report that the re-roofing works to the Princess Theatre were completed in December – on time and within budget – and the important pantomime season was unaffected. There is some tidying up work yet to be done within the roof space owing to dust being created when the previous roof covering was stripped off, and the team is also looking at an historical issue with one of the main downpipes that seems to be causing water ingress into the ground floor toilets. Some electrical works are also being undertaken, some the responsibility of the tenant and some by the council as landlord. These issues have been budgeted for within the original cost estimate.

The operator of the theatre has stated that the new roof has made an immediate impact upon the ambient temperature within the building. The specification of the new roof obviously had to comply with current regulations and the roof now provides a significantly greater degree of thermal insulation. This will hopefully help to reduce the operator's fuel consumption in heating the building, and help with the council's approach to reducing carbon emissions.

Nar Ouse Regeneration Area :

The Tender Returns for the proposed Phase 2 of speculative development of commercial premises at the Nar Ouse Regeneration Area were received just prior to the Christmas close down. These are being reviewed, and some post Tender negotiations will be undertaken. It was anticipated that the tenders would come in quite high owing to the industry wide cost price inflation that has been experienced over the past couple of

years. Once the tender negotiations, and the viability assessments have been undertaken, I will present a report to Cabinet setting out the issues.

Riverfront Regeneration Area :

Hopefully if councillors have travelled down the south quay in King's Lynn they will have noticed some significant activity at the Sommerfeld & Thomas and former Grain Silo site. The appointed contractors are well underway with a mix of refurbishment works to the historic Sommerfeld & Thomas warehouse taking place on the roof, external fabric, and timber work, and demolition works on the large 1950's/1960's portal frame warehouse to the rear. I have been informed that the demolition works have been quite tricky as the contractor is having to unpick historical works, that have been undertaken by previous owners, that affect adjacent properties. However it is quite satisfying to see the site being opened up and revealing some important Listed Buildings such as Hampton Court.

Meetings Attended

Full Council
Cabinet
Cabinet Briefings
Portfolio Meeting
CPP (via You Tube)
R&D (via You Tube)

CABINET MEMBERS REPORT TO COUNCIL

26 January 2023

COUNCILLOR SAM SANDELL - CABINET MEMBER FOR PEOPLE AND COMMUNITIES

For the period 1 December 2022 to 16th January 2023

1 Progress on Portfolio Matters.

As this is the first Full Council back after the Christmas break, I hope you all had a good Christmas and a Happy New Year to you all.

2 Forthcoming Activities and Developments.

Housing register

1228 live applications

1 Emergency

165 High

427 Medium

635 Low

Numbers have reduced following a review of the register of those who have not logged into their account for 6 months or more

93 new or change in circumstances received

The register forms were unavailable over the Christmas period as usual hence the reduction in numbers for December

Housing Options

77 applicants given housing advice, of these 42 progressed into homeless declarations and/or are ongoing investigations

Lets advised - 41

Food Bank Update

Both October and November 2022 were busy in comparison to pre-pandemic levels - and increase of 28%. (the comparison is pre-pandemic levels because the foodbank figures have been very variable for a variety of reasons, and this makes general comparisons difficult.)

As expected December was the busiest one to date. During the previous four Decembers (2018-2021) we fed an average of 470 people. However, in December 2022 they provided food for 874 people which represents an 86% increase on those years and a 91% increase on 2021 alone.

Whilst anticipated that they would see an increase on previous years, the scale was unprecedented. The foodbank provided food for 121 people on Thursday 15th alone - normally a 'very busy day' would be 60-65 people.

The week commencing 12th Dec was the cold snap and this was reflected in the number of people the foodbank provided food parcels for - 366 in a week. This is as many as we'd feed in some months.

Those people were very grateful for the energy vouchers which they were able to provide, as supported by the £15,000 provided by us the BCKLWN. During December 2021 21 energy vouchers were provided to those in need. During December 2022 it was 97, a staggering 361% increase.

The energy vouchers are available to people once in 3 months only, and have a value of:

- £50 for those without children 16 and under in the household
- £100 for those with children 16 and under in the household

The vouchers can only be used for energy costs and nothing else and whilst we could provide them more frequently than once in three months, that decision was made to ensure that it wouldn't be taken advantage of. People are also directed towards NAS for further help.

From Nov 1st to December 31st 2022, we spent £11860.60 on energy vouchers for households requiring help from the Foodbank.

Looking forward over the coming months, they have renewed their contract with CAB and have a new CAB worker starting with them soon. The idea behind this is to ensure that those who come to the Foodbank have access to advice that will enable them to resolve the underlying reasons for needing to attend the Foodbank and therefore not need to return in the future.

3 Meetings Attended and Meetings Scheduled

6th December Cabinet Briefing
13th December Cabinet Sifting
15th December Active Clean and Connectivity Meeting
15th December Health and Wellbeing Partnership
20th December Cabinet Briefing
21st December Local Plan Task Group

Meetings Scheduled

- 4th January 2023 Portfolio Holder catch up
- 9th January Discovery Centre meeting
- 11th January Cabinet Briefing
- 12th January QEH Briefing
- 16th January Cabinet Sifting
- 17th January Cabinet
- 18th January Cabinet Briefing
- 25th January Cabinet Briefing
- 26th January Full Council

CABINET MEMBERS REPORT TO COUNCIL

26 January 2023

COUNCILLOR GRAHAM MIDDLETON - DEPUTY LEADER & CABINET MEMBER FOR BUSINESS, CULTURE AND HERITAGE.

For the period to January 2023

1 Progress on Portfolio Matters.

UK Shared Prosperity Fund (UKSPF) and Rural England prosperity Fund update.

A report to cabinet is being prepared for a meeting next month that sets out the next steps in relation to both programmes. Since my last update in November the Government has approved the interventions as set out in the West Norfolk Investment Plan submitted last summer. The agreed priorities were:

- Leading as a Centre of Excellence for the Visitor Economy
- Embedding approaches that are Active, Clean & Green
- Strengthening local enterprise and innovation systems
- Supporting people to access opportunities

From this a menu of types of interventions (projects both revenue and capital) were selected. A number of specific interventions have been selected that are required to be delivered in the current financial year. One of these interventions includes a project aimed at providing energy saving measures including draft proofing and insulation to vulnerable households. In the year 2023/2024 there will be some interventions funded that are currently being funded only to 2022/2023. In 2024/2025 a skills element of the fund will become available. Further consideration of this element of the programme will be undertaken and proposals will be brought to cabinet in early 2024. The Rural England prosperity Fund (REPF) capital only funding complements the UKSPF but specifically targets rural areas (thereby in our area excludes King's Lynn). As set out in my previous report the priorities determined for this fund are:

- Small scale investment in micro and small enterprises in rural areas.
- Grants for the development and promotion of the visitor economy.
- Active travel enhancements in the local rural area.
- Capacity building and infrastructure support for local civil society and community groups.
- Supporting impactful volunteering and social action projects.

It is proposed that both a grants scheme for businesses and for communities is administered by a third party (3rd parties). The active travel interventions identified will be delivered in conjunction with Norfolk County Council

Meetings Attended and Meetings Scheduled

Public meetings attended

Various meetings with officers and stakeholders

CABINET MEMBERS REPORT TO COUNCIL

COUNCILLOR STUART DARK – LEADER OF THE COUNCIL, CHAIR OF CABINET

For the period 2nd December 2022 – 26th January 2023

1 Progress on Portfolio Matters.

This is my first report to council since the Christmas and New Year holiday season. I hope that councillors had at least some time away from their duties and give my thanks to staff from this council and our associated companies who worked hard to support events and activities (such as the holiday reduced fee play scheme for children at our leisure centres) and keep essential help and services our community relied upon going during this period, alongside others in the public and private sector.

QEH

We remain committed to supporting and magnifying the Hospital's vital bid for a new, modern, safe QEH and remain in regular, close contact with them. Councillors had an update presentation during this period from the Hospital's leadership in which they thanked councillors and officers, our MPs, community and myself for our strong ongoing support. I have circulated to all councillors, earlier in this period, my formal letter to the Prime Minister (the latest of several letters and face to face briefings to Ministers) expressing the dire need for a new hospital and my concern at the ongoing delay to a positive announcement of funding and the community impact this was having and urging as early announcement as possible to end current uncertainty. I know from our earlier council's unanimous motion that this is an issue all councillors are behind and agreed upon.

County Deal for Norfolk

In my last report to council, I stated officers were arranging with their county counterparts a briefing for all councillors here upon the current situation. This has now been arranged and it is my understanding this will have taken place before our meeting. At the recent meeting of Norfolk County Council on which the 'deal' was a key item the underpinning paper submitted by officers (para. 3.5) reinforced the earlier letter sent to District Leaders including myself by the responsible Minister at DLUCH that nothing in the 'deal' proposed and now going out to consultation as a result of that Council meeting's subsequent vote impacts on the sovereignty or powers of Norfolk District Councils, including ours.

Levelling Up Funding bids

At the time of writing this report we have just received the short-notice, very welcome news that the £24m bid into Government's 'Levelling Up' funding stream re the Southgates has been successful. This will allow the once in a

generation transformational plan, to enhance and protect this vital route into and out of Kings Lynn for residents, walkers, cyclists and traffic which had a 77% approval rating in the recent public consultation, to come forward and link in to the wider projects of the already funded £25m 'Town Deal'. This successful bid, led by NCC (one of only two schemes submitted in the County) with considerable help from our officers in terms of local knowledge and local context, I believe effectively demonstrates the benefit of joined up, collaborative working and ambition.

Connected to the same round of announcements, we have just been informed that our other bid for £20m to support a new leisure centre in Hunstanton has not been successful. Councillors will have seen on the news that many councils across the UK were unsuccessful in their bids also, due in part to the level of submissions. Whilst disappointing, this is no way a reflection on the ambition shown locally to tackle the challenge and apply for funding and work by officers to create the bid. We remain heartened by the support of key stakeholders including Hunstanton Town Council, the Hunstanton Advisory Group and the local community and the fact that detailed feedback is to be given with at least one further round of this 'Levelling Up' funding to bid in to coming. We also have a clearer understanding of the issues and possibilities to build upon as we consider feedback, options and next steps.

2 Forthcoming Activities and Developments.

On the 22nd January I will be attending a Holocaust Memorial Event led by the Mayor, alongside many others.

On the 31st January it will be the 70th anniversary of the devastating 1953 floods. Several local communities are holding commemorative events over the days leading up to this, including a service at the Minster.

3 Meetings Attended and Meetings Scheduled

In addition to attending numerous usual formal council meetings, development and review meetings with officers and cabinet colleagues, meetings with opposition group leaders and members, I have during this period also attended (in no particular order) the following meetings of potential interest to members:

Meeting with the KL Civic Society

Kings Lynn Internal Drainage Board

Norfolk Public Sector Leaders Board

Visit to Trues Yard

Meeting with officers, the EA and Anglian Water

Visit to Shouldham Village for the grand-opening of their new playground (supported by great PC and community fund-raising and a CIL grant from this council)

RECOMMENDATIONS FROM CABINET ON 8 FEBRUARY 2023 TO COUNCIL ON 23 FEBRUARY 2023

CAB129 **HUNSTANTON MULTI USER HUB AND TRANSPORT INTERCHANGE**

[Click here to view the recording of this item on You Tube](#)

R Eacott, Interim Project Delivery and Technical Advisor presented the report which explained that a planning application to build 47 apartments on land off Westgate, Hunstanton, with retail units, a new library and adult education facility, was approved in March 2021.

Work to develop this proposal, which would have provided a significant number of new homes for the town on a challenging site, was supported with a grant from Homes England. Around £800,000 was spent on this work, which was significantly less than the £1.5million that would be normal for a scheme of this size (figure based on 15% of a £10.4m scheme).

At the time that the planning application was submitted, Document B (Fire Safety) Volume 1, stipulated a height threshold of 30m before residential buildings required sprinklers. The proposed building would have been below this height. However, changes to Building Regulations (Approved Document B, Volume 11) were published in May 2020, taking effect from November 2020; the revised guidance stated that blocks of flats over 11m height should be provided with sprinklers. The top floor of the proposed unit was over 11m.

At the time, officers felt that it would be possible to proceed with the application and seek a way to resolve the sprinkler issue retrospectively.

However, a month after permission was granted, further regulatory changes – this time to fire standards – were announced.

This, combined with unforeseen rises in construction costs following the Covid-19 pandemic, and more recently forecast falling house prices, has had a material impact on the financial viability of this scheme, and to other Borough Council Major Housing Projects within the Capital Programme.

Officers had therefore been considering alternative options for the site. Matters of note have influenced that thinking:

1. A Neighbourhood Plan for Hunstanton was adopted in June 2022. This plan identified the designation of the site in the Neighbourhood Plan (Policy M3: Protection of Local Community Facilities).
2. The County Council had indicated funding was available that could be used to support a plan to invest in an improved library / adult education facility (with toilets and a changing place facility), along with investment in an improved bus station and creating an Active Travel Hub.
3. The impact of financial viability of the housing development on the overall Accelerated Construction Programme (ACP).

Having reached the conclusion that the site had become unviable for a variety of reasons as a location for housing, the availability of other government grant for

transport, and NCC prepared to fund their own library and to invest in the site as an Active Travel Hub, officers instead recommended that the Council pursues this option.

Under standing order 34, Councillor de Whalley confirmed that Hunstanton was in need of investment and this would help to redress the balance.

Under standing order 34, Councillor Parish confirmed he was not against this proposal but suggested that Heacham library be funded by the County Council.

Under standing order 34, Councillor Joyce made comments about west Norfolk not previously getting County Council funding.

Under standing order 34, Councillor Dickinson asked if it was being done with existing planning permission or new and the timescale proposed.

It was confirmed that a new planning application would be required on the same footprint, and with changes to the layout of the bus station. It was hoped to start in 2023.

Councillor Blunt expressed disappointment that the original plan was not viable, but embraced the amended proposals which were a sign of better working relationships with the County Council. He hoped it could be delivered swiftly.

Councillor Middleton expressed disappointment that the original proposal wasn't viable but confirmed that following the changes in legislation and viability it was right to move to another option. In response to comments made, he drew attention to the level of grant and spend in west Norfolk by the County Council in recent times. The proposal would bring much needed resources to Hunstanton.

In summing up Councillor Dark confirmed it was disappointing that the original proposal changed, but welcomed the new proposals. He explained that the bid was in the clean and active travel work which wasn't available in the original stage. He acknowledged that the investing West Norfolk was due to hard work and relationship building.

RECOMMENDED:

- 1) The Council will not proceed with housing on the bus station site in view of external factors affecting the viability of the scheme and the opportunity to pursue a viable alternative, and will remove the project from the Capital Programme;
- 2) NCC will continue to proceed with the improved library / adult education facility (including the library, toilets, and changing places toilet) on the site enabled with the addition of land owned by the Borough which will include the provision of an area for West Norfolk tourism information (subject to further negotiation);
- 3) NCC will proceed with the Bus Back Better Grant to improve coastal travel, cycle facilities and sustainability, invest to improve the bus station as a transport interchange and to agree terms with Borough Council for the land;

- 4) The Borough Council, supported by Norfolk County Council, to negotiate with Homes England in respect of the ACP funding originally allocated to development of this site.
- 5) The Borough Council will work with all parties on developing a joint strategic approach to regeneration and growth in the wider Hunstanton area through an agreed Masterplan;
- 6) That the Assistant Director for Property and Projects, in consultation with the Portfolio Holders for Property and Finance, S151 officer and Monitoring Officer be given delegated authority to finalise the legal arrangements for the land.

Reasons for Decision

To deliver on the Council's corporate objectives, in partnership with Norfolk County Council, to:

- Protect and enhance the environment, including tackling climate change; delivering on the Council's commitment to be carbon neutral by 2035; and
- Create and maintain good quality places that make a difference to people's lives.

CAB130 **OFFICER DELEGATED DECISIONS - CALL IN**

[Click here to view the recording of this item on You Tube](#)

The Monitoring Officer presented a report which explained that the ability for Overview & Scrutiny Panels to call in decisions of the Executive was required by legislation, but the detail of the procedure for call-in was a locally determined matter for each Council. This Council's constitution did not list officer delegated decisions as decisions that could be called-in. It was recommended that they should be added to this list and Standing Orders duly amended.

Under standing order 34 Councillors Joyce and Parish commended the move.

Councillor Dark questioned the arrangements for urgent matters, to which it was confirmed that there was provision in legislation for urgent items to be dealt with.

RECOMMENDED: That Standing Orders 12 and 30 be amended as set out in this report to enable Officer's decisions to be subject to call in.

Reason for Decision

To ensure the Council's call-in procedure aligns with legislative requirements and best practice.

CAB132 **COUNCIL MEETING ARRANGEMENTS**

[Click here to view the recording of this item on You Tube](#)

The Chief Executive presented a report on the Member input into the consideration of council meeting arrangements following the Notice of Motion to Council. It was agreed at Corporate Performance Panel on 13 April 2022 to establish an Informal

Working Group (IWG) for evidence gathering and preliminary analysis. The IWG met on 6 June 2022 and 4 July 2022 and the findings of the IWG were reported to CPP on 4 January 2023.

The recommendations from the CPP meeting were to maintain the status quo on meetings timings.

Councillor Dark suggested that for the remainder of the Municipal year the meetings remain the same, but then should members in the new administration wish to re-visit the timings they would be able to do so.

Under standing order 34 Councillor de Whalley supported the statement.

Under standing order 34 Councillor Parish confirmed that he supported the suggestion.

Under standing order 34 Councillor Joyce confirmed he had asked the Labour Group's opinion and they had all confirmed they preferred the 4.30pm start times rather than later start times. He referred to the 24hr work carried out by shift workers etc so 9-5 was not always the norm. He also drew attention to the fact that a good employer should give time off for Councillor work.

Councillor Middleton drew attention to the fact that councillors were allocated allowances which should compensate for a small amount of loss of earnings. He referred to the County Council and Breckland Councils whose meetings were at 10am. He supported no change prior to the elections.

Councillor Dark was heartened by the pragmatism shown for the status quo up to the elections, as he felt that with the important decisions having to be made it was not appropriate to spend time on this subject of start times.

RECOMMENDED: That the arrangements for council meetings as detailed in section 2 of the report continue and should members wish to change this after the election, Council reconsider the timings.

Reason for Decision

To respond to the Motion to Council on 23 February 2022 and the arrangements for council meetings as covid restrictions are removed

CABINET MEMBERS REPORT TO COUNCIL

23 February 2023

COUNCILLOR HARRY HUMPHREY- CABINET MEMBER FOR CORPORATE SERVICES

For the period January to February 2023

1 Progress on Portfolio Matters.

Various Portfolio discussions and meetings regarding budget and ICT arrangements following the May election.

2 Forthcoming Activities and Developments.

Meetings with officers relevant to Portfolio, Cabinet and Council matters.

3 Meetings Attended and Meetings Scheduled

Council
Cabinet briefings
Cabinet Sifting
Portfolio briefings
Other meetings are expected to cover areas of the portfolio and budget considerations.

CABINET MEMBERS REPORT TO COUNCIL

23rd February 2023

COUNCILLOR - PAUL KUNES - CABINET MEMBER FOR THE ENVIRONMENT

For the period 26th January to 23rd February 2023

1 Progress on Portfolio Matters.

Re:fit Work

Work on the re-fit program continues with the installation of air source heat pumps in council owned industrial units. Commercial solar power options are being considered and will be presented along with the Refit HLA work.

EV Charging

Five new electric car charging sites became operational just before Christmas; which are located at Gaywood Library, Lynnsport North car park, Chapel Street, Centre Point Fairstead in King's Lynn and also at Valentine Road, Hunstanton. I have asked for additional signage at Lynnsport to show location of chargepoints

Two further sites are planned in the near future in King's Lynn and Burnham Market, which we hope will be operational by the second quarter of 2023. In addition, once the contract has been finalised, the 4 Rapid Chargers at St James' car park, King's Lynn and Central car park, Hunstanton will be replaced with new units.

An additional EV charger point has also been installed at South Beach car park, Heacham.

As well as the completed charging points, work is ongoing for a substation for the EV chargers planned for Austin Street East car park in King's Lynn. Once completed, the charging points will enable 52 cars to be charged.

2 Forthcoming Activities and Developments.

Following the provision of data, further meetings have taken place with the Energy Saving Trust, who are conducting a review of the Council's vehicle fleet, with a view to moving over to electrically powered vehicles where possible. This will take place over several years as older vehicles become due for renewal.

Solar Together

In terms of next steps, we have now completed the acceptance phase. All registrants have been sent their personal recommendation with a deadline of 25th November to decide if they wished to accept their offer. I am pleased to report that nearly 270 have accepted the offer for PV panels and/or battery storage.

I am delighted to say that across the county, King's Lynn & West Norfolk recorded by far the largest number of registrations for the scheme.

Additional

Work is almost completed on the data analysis for the next BCKLWN Carbon Audit. This will be completed by early Spring 2023.

3 Meetings Attended and Meetings Scheduled

Cabinet

Portfolio briefing: Climate Change, Recycling and Refuse collection and Licensing.

Flood and Coastal erosion matters.

Cabinet Briefings

Cabinet sifting

Budget briefings

CPP

E&C

LGA Coastal Special Interest Group (SIG)

Friends of the Earth, Klimate Concern

QEH Board of Governors

Kings Lynn Conservancy Board.

CABINET MEMBERS REPORT TO COUNCIL

23rd February 2023

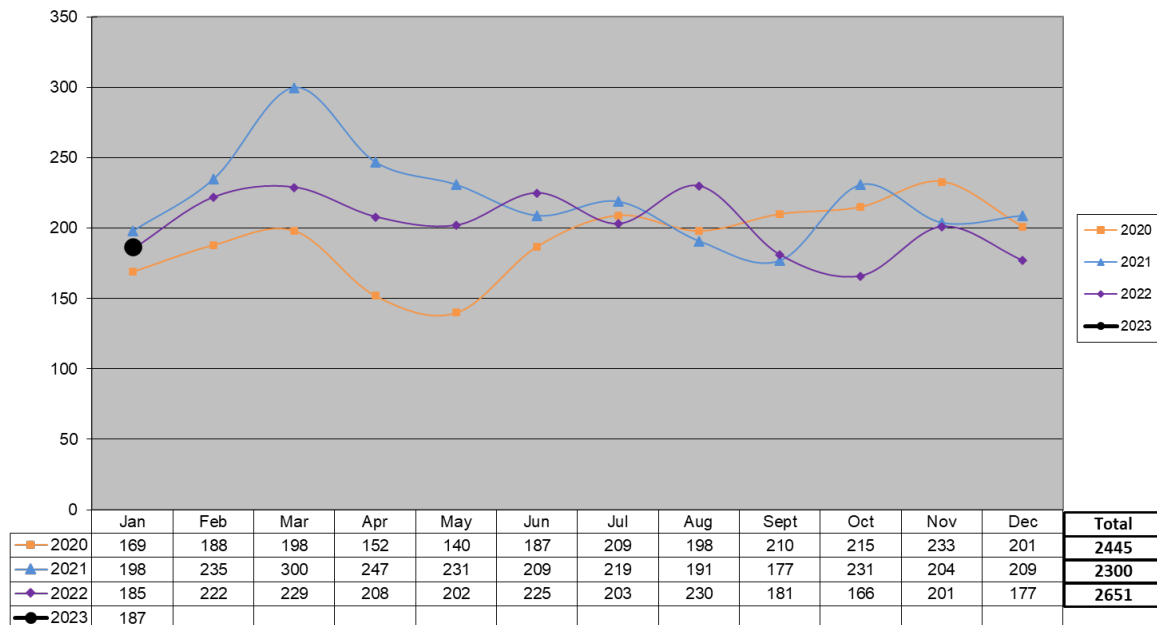
COUNCILLOR RICHARD BLUNT - CABINET MEMBER FOR DEVELOPMENT & REGENERATION

For the period from 16th January 2023 – 10th February 2023

1 Progress on Portfolio Matters.

Planning and Discharge of Conditions applications received

Planning and discharge of condition applications received



Applications received in January were consistent with the previous years, although overall application numbers are down, as set out below. Officers continue to deal with high caseloads, as well as taking a proactive approach to clearing the older applications currently awaiting determination.

Progress with recruitment

The new Ecologist Officer has been appointed and they will commence on 21st February 2023.

A Planning Officer has been recruited to the Planning Policy team and they will commence in the near future.

The vacant Arboricultural Officer post has been advertised again.

Adverts have also been placed again for Planning Officers within Development Management. Officers have been looking at how we better try to attract planners in what is a very competitive market.

Finally, an advert will be going out to recruit a Monitoring and Compliance Officer, who will monitor S106 Agreements, conditions attached to planning approvals and to assist with monitoring housing completions.

Major and Minor dwelling applications and householder applications received comparison

Major, Minor and Householder applications all dropped compared to the same period last year, in particular householder applications.

	1/2/20 – 31/1/21	1/2/21 – 31/1/22	1/2/22 – 31/1/23
No. of Major dwelling applications rec'd	23	24	20
No. of Minor dwelling applications rec'd	319	323	304
No. of Householder applications rec'd	752	902	742

*Minor dwelling applications = up to 10 units

Major dwelling applications = over 10 units

2022/23 performance for determining planning applications 1/2/22 – 31/1/23

	National target	Performance
Major	60%	90.2%
Non – Major	70%	87.6%

Appeal Performance – decisions made by The Planning Inspectorate 1/2/22 – 31/1/23

	Dismissed	Allowed
Planning appeals	22	10
	68.75%	31.25%
Enforcement appeals	4	0
	100%	0%

The higher the number of appeals allowed, the more The Planning Inspectorate (PINS) is going against the council's decisions, so a low figure of appeals allowed (upheld) is clearly preferable. For context the national average for planning appeals allowed annually has historically been around 34% post NPPF.

Revenue income 2022/23

Income for Planning and Discharge of Condition applications continues to exceed projected for the financial year 2022/23.

As part of the budget monitoring process the year end income figure has been adjusted from £1,100,000 to £1,500,000 and this has been reflected in the table below.

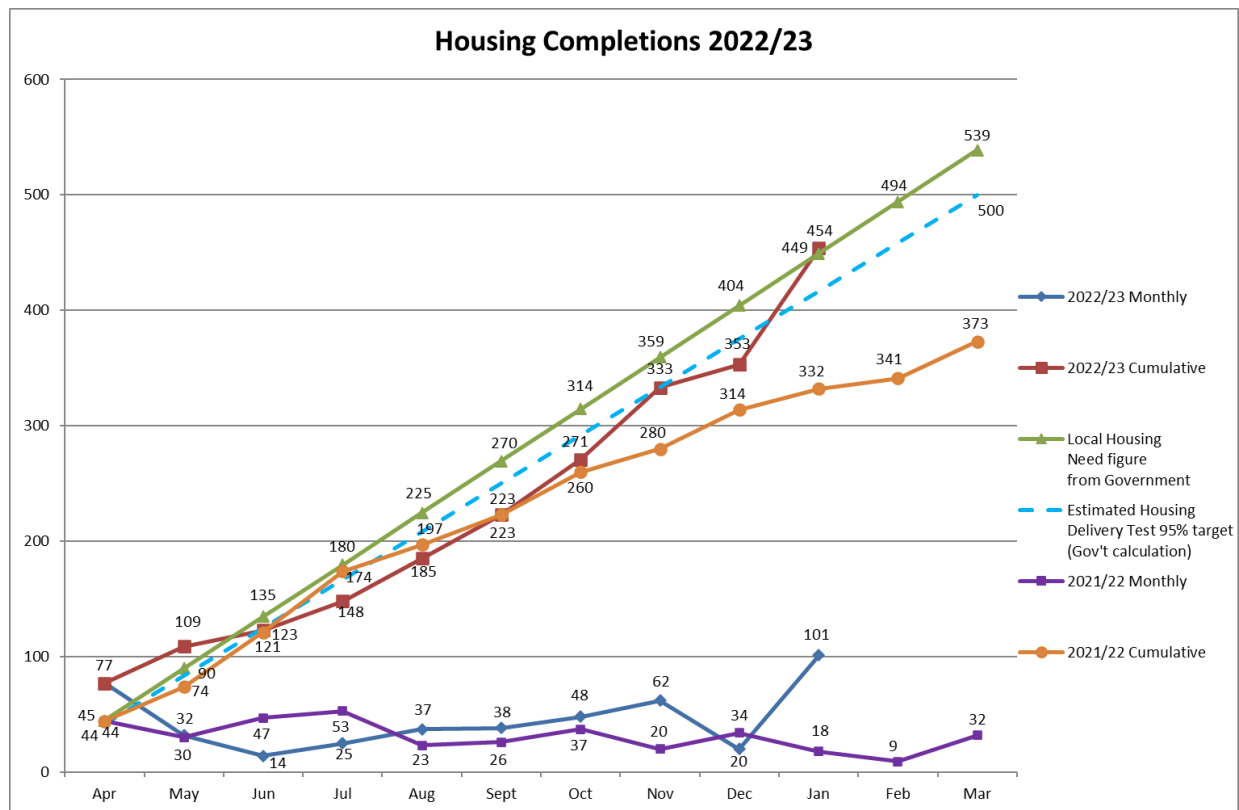
Projected	Actual	Variance with projected
April 22 – Jan 23	April 22 – Jan 23	
£1,250,000	£1,496,234	+£246,234

Housing Completions

Housing completions in January are higher than the previous year and we are currently higher than the Local Housing Need Figure, with 101 completions recorded in January 2023.

The increase is a result of additional information from the Council Tax team, detailed monitoring of the allocated development sites in the Local Plan and a mapping update from Ordnance Survey.

As reported above in the update on recruitment there will be additional resources allocated to assist with this important monitoring process.



Community Infrastructure Levy (CIL)

The first round of CIL Funding Applications opened on 1st January and closed on 1st February 2023.

In Summary:

- The Total CIL Funding to date, available to be allocated to projects is £1.6m
- 45 Project Applications have been received
 - 44 for £30k or less to be allocated by the Panel
 - 1 from Docking for £70k, for approval by cabinet
- Total Requested £718,086.45 with proposed match funding of 57%

The CIL Spending Panel will meet on 13th March 2023 to review the applications with decisions made and funding allocated by mid/end March 2023.

South East King's Lynn Growth Area Framework Masterplan consultation

The Masterplan has now been adopted as a Supplementary Planning Document (SPD).

Local Plan

The Inspectors' Letter and Note regarding the further work required has been received and is available on the Examination page of the website.

A local Plan Task Group meeting will be arranged to provide an update.

Medworth

The examination timetable has now been produced, and is available to view on the council's website. Councillors and parish councils have also been updated on the latest position.

Meetings Attended (including Teams Zoom and YouTube)

Portfolio Meetings, Development and Regeneration	
Planning Committee	Planning Committee Sifting
Regeneration and Development Panel	Corporate Performance Panel
Cabinet Cabinet Siting	Cabinet Briefings
Full Council	
Various Meetings with Officers	Town Fund Project Board

Major Housing Projects

Nora 4 (Nar Valley Park) - Project continues to progress well despite difficult market conditions. Completion due May 2023. Profit estimated at £2.5m

Southend Road Hunstanton - Project viability is being significantly changed by inflation in the labour and materials market. The project is experiencing delays because of technical approvals needed to proceed with some elements of the works. Delays mobilising and agreeing temporary works has resulted in around 3 months delay. Completion expected January 2024.

Salters Road - Risks largely relate to current construction market conditions and the potential for price inflation. Technical and legal issues remain regarding the delivery of the project that require resolution. However, issues are manageable. Completion expected September 2024

Parkway - Scheme costs have increased since scheme initiation and need managing carefully to ensure scheme viability. Timescales for the project remain tight but deliverable. Completion expected May 2026.

Regeneration

[King's Lynn Town Deal Status Update – February 2023](#)

BUSINESS CASE	BUSINESS CASE APPROVAL STATUS	PROGRESS UPDATE	KEY RISKS
PROJECT 1 Youth & Retraining Pledge	Approved – in delivery phase	<ul style="list-style-type: none"> Commissioning of activities has begun with providers on framework Recruitment of young people well underway Continuing networking with organisations that work with young people that are NEET 	<ul style="list-style-type: none"> Failure to recruit support organisations/volunteers Failure to recruit participants into the project Failure to recruit SME's
PROJECT 2 Public Realm	Approved – in delivery phase	<ul style="list-style-type: none"> Project call to Artists issued Dec 22; currently being evaluated. Rail Station Street Furniture installation complete Revised design & build procurement approach underway for Pop up kiosks – planning application pending Purfleet Arch design progressing – planning application pending 	<ul style="list-style-type: none"> Price increases on proposed interventions Supplier/contractor supply issues Impact of procurement issues on programme and
PROJECT 3 Multi User Community Hub	Approved – in next stage of development phase	<ul style="list-style-type: none"> Site acquisition near completion Heads of Terms to be agreed for funding agreement with BCKLWN Procurement of D&B contractor underway Next phase of consultation to commence 	<ul style="list-style-type: none"> Uncertainties around inflation /unforeseen build challenges impacting build costs Delays to project: e.g. property purchase, planning permission
PROJECT 4 Riverfront Regeneration	Approved – in next stage of development phase	<ul style="list-style-type: none"> Interim Project Manager appointed Stakeholder workshop planned for March 23 to commence next design phase 	<ul style="list-style-type: none"> Securing investor/developer partner Planning permissions Timescales Revenue implications from agreed scheme
PROJECT 5 Active & Clean Connectivity	Approved – in next stage of development phase	<ul style="list-style-type: none"> Active Travel Hub; Invuu commissioned to prepare RIBA stage 3 for Baker Lane site. Motability ways appointed Travel Plan engagement June/July/August 2022. Capacity for 2 further businesses to be recruited. Heads of Terms to be agreed for funding agreement with BCKLWN for LCWIP schemes Detailed feasibility of LCWIP schemes progressing Progressing preparation of behaviour change programme Engagement on the Active Hub Designs launched December 22 	<ul style="list-style-type: none"> Planning & permissions for schemes Member, stakeholder, and public support for Active Travel measures
PROJECT 6 St George's Guildhall and Creative Hub	Approved – in next stage of development phase	<ul style="list-style-type: none"> Updated Communications Plan prepared Progression of Meanwhile uses and activities at the centre. CIO submission to Charity Commission. Founding directors appointed. Procurement of lead design team for RIBA stage 2 & 3 commenced. Learning & Engagement Officer to be recruited 	<ul style="list-style-type: none"> Continued engagement with site occupiers Securing further match funding Community & stakeholder engagement

CABINET MEMBERS REPORT TO COUNCIL

23 FEBRUARY 2023

COUNCILLOR ANGIE DICKINSON - CABINET MEMBER FOR FINANCE

For the period 27 January 2023 to 23 February 2023

1 Progress on Portfolio Matters.

This will be a very short report because at this time of year the budget process has taken over, to the exclusion of almost everything else.

I presented the suite of budget reports, namely the four year Financial Plan, the four year Capital Programme, the Council's revised Capital Strategy and its revised Treasury Management Strategy, over 200 pages of documents setting those topics out in detail and in compliance with statutory requirements, to Cabinet at its meeting on 7 February. That in itself is enough for one Cabinet meeting to debate and decide on but there were other items on the agenda, however, there is so much happening at the moment another Cabinet meeting was required to consider all matters at hand and therefore another Cabinet meeting was called for the following day to discuss other important issues such as the Hunstanton Multi User Hub and Transport Interchange, to all intents and purposes the new library and bus station project, and a new item of funding that had become available for the Council to take advantage of.

The Grant Settlement that was announced on 20 December has now been confirmed, which gives certainty to that element of the budget. There are some minor amendments required to the Budget and Capital Programme before its presentation to Council on 23 Feb for formal debate and consideration of any amendments before culminating in the resolutions required to be made by law, i.e. the setting of the Council Tax for 2023/24 for the Borough's element and also bringing together the amounts that the Borough is required to collect on behalf of Norfolk County Council, the Police and Crime Commissioner and most of the 101 Parish Councils within the Borough's area. In theory, that is the final stage of the budget process, however work will continue to come up with proposals to fill the budget funding gap in future years.

2 Forthcoming Activities and Developments.

Work within the Finance Team will continue to focus on those issues that one might expect at this time of year, namely preparation for the closure of the accounts for the current financial year. Budget monitoring will continue, which will be my main involvement as regular and in depth hopefully prevents the possibility of any surprises presenting themselves at year end.

In the meantime work will continue to identify which of our reserves can be used to fund the shortfall in year 3 of the 4 year plan. Reserves will be further scrutinised to identify money to be released because any sums so released

will impact on the services the reserves were originally intended to cover, for example routine and periodic maintenance of assets or replacement of vehicles and equipment. None of these decisions will be taken lightly as it is important that there is no or minimal impact on the services the Council provides, and safety is not compromised.

3 Meetings Attended and Meetings Scheduled

27 Jan	Portfolio Holder Briefing
30 Jan	Brown bins review
30 Jan	King's Lynn Area Consultative Committee
31 Jan	Flood Memorial Service
31 Jan	Member briefing prior to Joint Panels' Meeting
1 Feb	Cabinet Briefing
2 Feb	Joint Panels' Meeting
3 Feb	Portfolio Holder Briefing
5 Feb	Budget Update with Cabinet Members
5 Feb	Budget Update with other Members
7 Feb	Cabinet
8 Feb	Cabinet
9 Feb	Alive West Norfolk review prior to Cabinet Sifting
9 Feb	Briefing re County Deal
10 Feb	Portfolio Holder Briefing
13 Feb	Shareholder Committee
13 Feb	Cabinet Sifting
14 Feb	Official Opening of the Mart
15 Feb	Cabinet Briefing
17 Feb	Portfolio Holder Briefing
22 Feb	Cabinet Briefing
23 Feb	Council

CABINET MEMBERS REPORT TO COUNCIL

23 February 2023

COUNCILLOR ADRIAN LAWRENCE - CABINET MEMBER FOR PROPERTY

For the period January to February 2023

1 Progress on Portfolio Matters.

Commercial Property

I am pleased to report that there are no major issues in respect of the commercial property portfolio. Obviously the performance of this portfolio may be affected by wider macro-economic issues, however the team is closely monitoring this.

In previous reports I have mentioned that the team is managing, and addressing, commercial rent arrears on the portfolio – mainly arising during the Covid-19 Pandemic, and the Assistant Director for Property & Projects will be going through this in detail with the Corporate Performance Panel on 27th February.

As previously mentioned we may need to look at some repair and renewal issues in order to comply with our duties as a commercial landlord and to ensure that certain commercial premises can continue to be occupied and generate revenue income for the council. The team needs to go through due process as set out within the Council's Contract Standing Orders and they are working on this at the moment.

Some improvement works are already underway with Air Source Heat Pumps being installed at Enterprise Works (managed workshop space) at North Lynn Industrial Estate under the Re-Fit Programme [led by my colleague Cllr Kunes], and this should help the Council with reducing its overall carbon footprint going forward.

KLIC

The KLIC continues to be fully occupied and the team has been looking at reconfiguring some of the rooms within the building to accommodate some of the occupier needs, improve business operations, and generate additional revenue, for example :

- Within KLIC there is some shared workspace areas where business

operators can flexibly hire desk spaces, and the team has been liaising with these small businesses to provide some private space for more confidential meetings and discussions.

- Feasibility, and costing, work is being undertaken to reconfigure the Reception facility. We are looking at a Reception Pod within the ground floor circulation space which will create a more visible presence whilst also freeing up the current Reception office for a potential letting.
- Meeting Room hire rates have also been reviewed and hire charges will change with effect from April. Pricing has been balanced so as not to make them unaffordable. From now on these room charges will be reviewed annually.

In addition, a '*KLIC & Connect*' drop-in event was held at the King's Lynn Innovation Centre (KLIC) on 31st January. Full details will no doubt be in Cllr Middleton's portfolio report but essentially the event was to offer informal networking, information, advice and guidance for businesses from the New Anglia Growth Hub and Innovate UK.

Nar Ouse Regeneration Area

The road and utility infrastructure project is well underway, and we benefitted from receiving a fairly sizeable financial contribution, of nearly £500,000, through the County Deal proposals, which is obviously very welcome.

The Phase 2 speculative commercial units tenders are still being challenged to see if we can reduce the construction costs, and we are exploring the possibility of seeking investment from the New Anglia Local Enterprise Partnership to see if this will help make this a viable proposal. As mentioned previously I will report my findings through to Cabinet colleagues in due course once we have explored all avenues.

Riverfront Regeneration Area

The works are progressing well. Please see below a couple of images relating to progress. The site is really opening up now that the main demolition work is almost complete – with the images showing the positive impact upon the adjacent Listed Building, Hampton Court.

Disposals

I am pleased to confirm that we have successfully completed the legal transfer of the Hunstanton Community Centre to Hunstanton Town Council.



Property & Projects Team

Over the past few years the team has struggled with staff retention and recruitment. A slightly different approach has been taken over the past couple of years in an attempt to stabilise the situation and we have moved to seeking to “grow our own” with the appointment of two Higher Level Apprentices. Our first Higher Level Apprentice has recently completed his Property Degree and has achieved a First which is very commendable.

Meetings Attended

Full Council
Portfolio meetings
Cabinet and Cabinet Sifting

CABINET MEMBERS REPORT TO COUNCIL

23 February 2023

COUNCILLOR SAM SANDELL - CABINET MEMBER FOR PEOPLE AND COMMUNITIES

For the period 26th January to 12th February

1 Progress on Portfolio Matters.

Housing still is an ongoing issue. Meetings have taken place with Freebridge.

Housing register

1302 live applications

1 Emergency

198 High

442 Medium

661 Low

263 new or change in circumstances received - increase likely due to forms being unavailable over Christmas

Housing Options

160 applicants given housing advice, of these 89 progressed into homeless declarations and/or are ongoing investigations

Lets advised - 12

Still significant issues with Freebridge turning round their voids and still causing issues with numbers in temporary accommodation and B&B. No properties from them for the last two weeks

2 Forthcoming Activities and Developments.

Members support group met on teams. A very useful discussion was had. We spoke about the cost of living crisis. We spoke about the new Councillor folders after the elections in May.

We also spoke about debate not hate policy. We all signed up to this.

The DWP Household Support Fund

This limited Fund is to be used to support vulnerable households in the most need; particularly those who may not be eligible for the other support that government has recently made available such as:-

- Energy Bills Support Scheme and the equivalence package confirmed on 29 July 2022
- Council Tax Rebate and the associated £144 million Discretionary Fund
- Cost of Living Payments for those on means tested benefits
- £150 Disability Cost of Living Payment
- One-off £300 Pensioner Cost of Living Payment (through the Winter Fuel Payment)
- This includes the Cost of Living Payments set out on 26 May 2022 and the energy support set out on 3 February (enhanced on 26 May 2022), and detailed on 29 July 2022 (details on eligibility for these schemes are at Annex A).

Other help clients can get

You can also:

- check if you're eligible for a cost of living payment
- check what benefits and financial support you can get
- get council tax support if you're on a low income or get certain benefits
- get a discretionary housing payment if you are struggling with your rent

Clients can apply to the Norfolk Assistance Scheme (NAS); The Norfolk Assistance Scheme (NAS) helps people who are in financial hardship and cannot pay their living costs. There are many reasons why this might happen.

- Redundancy
- Work hours have been cut
- On a low income or benefits
- Waiting for Universal Credit payments
- A home emergency such a fire or flood
- Have a special educational need or disability
- Have mental health issues or in ill health
- Have left an abusive relationship
- Have dependent children
- In a resettlement scheme

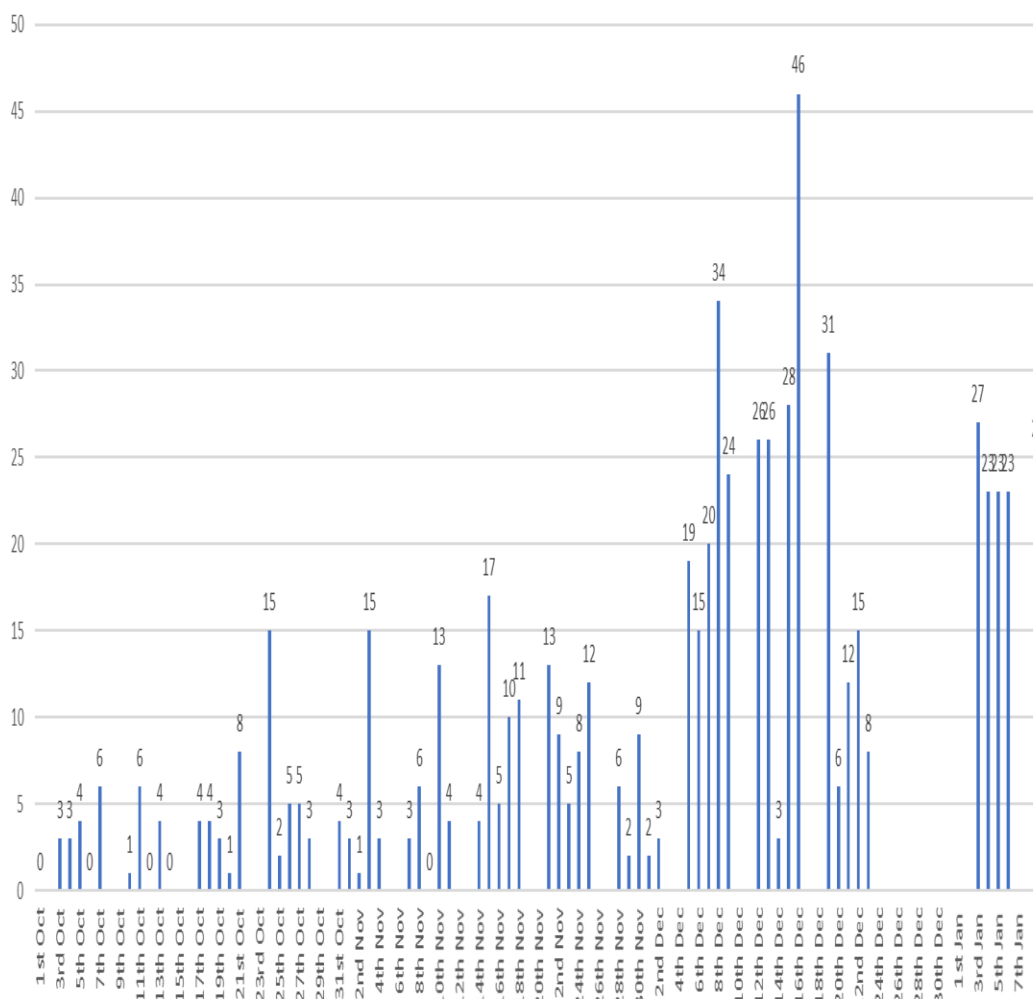
If you are eligible they can:

- Provide emergency financial help
- Supply essential household goods and furniture
- Give support, guidance and advice
- You will need to complete an application with evidence of your financial situation.

BCKLWN was allocated £148,000 for October 2022 – March 2023. As of 31st December 2023 £111,196.04 has been allocated 58% of this has gone to households with children, 2% to households with pensioners, 28% to households with disabilities and 12% to other households.

Please see below a graph of the level of demand that has fluctuated and peaked just before Christmas (due to cold weather and word of mouth), this placed huge unmanageable pressure on the team and Judith Berry as the member of staff solely employed to triage and deliver this fund was off sick and another member of staff was on leave. Members of the CIC team assisted with this demand and issued blanket payments to applicants based on their household situation. As you can see referrals are still high and we are now only accepting referrals from professional organisations.

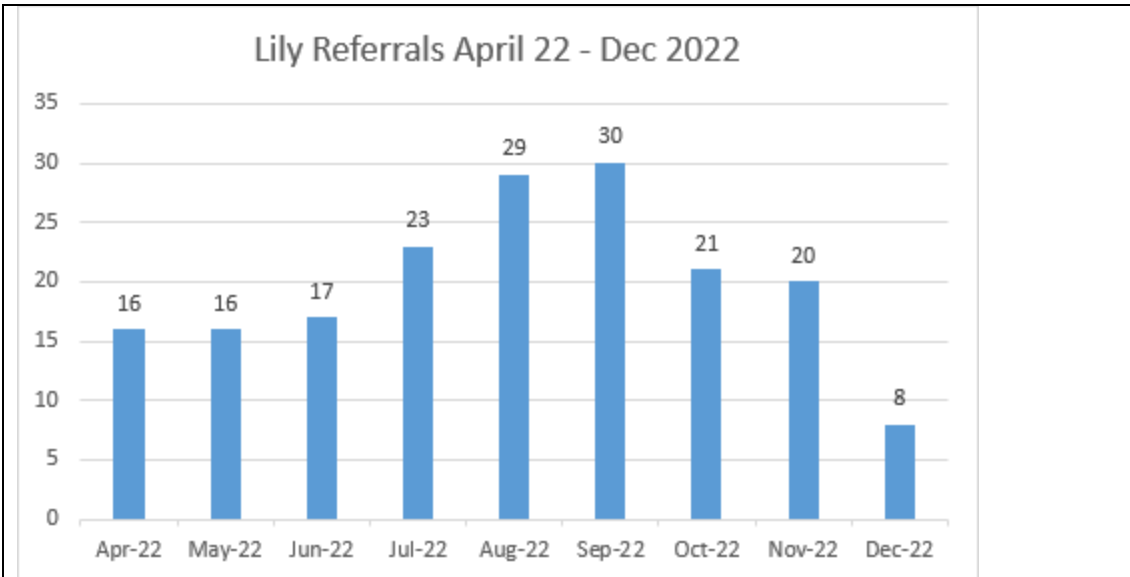
Referrals per day to HSF 3



The DWP Household Support Fund provided funds directly to the King's Lynn Foodbank / Baby Basics / Open Road / Hanseatic Union to help to capture all demographics of households in need.

Lily

The Lily service has been re-commissioned for another year from April 2023 – March 2024. Meetings are taking place with Norfolk County Council to determine what the service will look like going forwards.



Food For Thought is continuing for its third cohort, starting on 18th January 2023 at the London Road Methodist Church. Funding for this cohort was acquired from the Health and Wellbeing Partnership.

Careline

- Digital
 - All customers (apart from 1) have at least a VI which we know is digital compatible
 - When people move over to a digital line we have the support video on the website to guide them on how to re-fit into a digital line
 - Staff are all confident in explaining digital, how to plug in the VI and why a SIM based unit is better
 - Imminently waiting on a digital leaflet to explain to all
 - This is still a project that is moving and goal posts are changing but I feel we are doing our best to keep up to date with this

Downside would be the cost implications of:

- The new sim based units
- Ongoing sim charge costs
- Increasing administration duties to keep all digital things up to date
- Installer visits to support vulnerable clients without any help when the digital phone line companies have left them with an unplugged unit

Our sim based products (which we believe are the best products available to those with a digital line) is increasing every month. Last month was our highest amount of installs to date at 30 installs. Due to limitations with stock we are currently looking into having a second sim based product from another provider to support us going forward.

3 Meetings Attended and Meetings Scheduled

23rd January Food Bank Visit
24TH January Cabinet sifting
24th January Councillor Briefing on County Deal
24th January Health and Wellbeing Partnership Meeting
24th January Full Council
25th January Portfolio Catch up
6th February Members support Group
7th February Cabinet
8th February Cabinet
9TH February Active Clean Connectivity
9th February County Deal discussion

Meetings Scheduled

13th February Shareholder Meeting
13th February Cabinet Sifting
15th February Cabinet Briefing

CABINET MEMBERS REPORT TO COUNCIL

23 February 2023

**COUNCILLOR GRAHAM MIDDLETON - CABINET MEMBER FOR
BUSINES CULTURE AND HERITAGE**

For the period January to February 2023

1 Progress on Portfolio Matters.

Visitor Economy - Sustainable and Responsible Tourism

With our visitor economy under such focus we are launching a campaign in March 'Greener West Norfolk' to convey messages of sustainable and responsible tourism. In partnership with a media company using radio and websites it will target visitors within a 2- hour drive of the area. It will highlight options for active and clean travel – to and around the area. The campaign will the join a wider campaign led by Visit East of England with a similar purpose badged 'Visit West Norfolk...Naturally' being launched in September.

KLIC and Connect Events

I attended the first of two events held on the 31st January - The aim of the drop in(s) was to provide informal networking, information, advice and guidance for businesses from;

Advice guidance and support available from the [New Anglia Growth Hub](#)
Opportunities for advice and support from [Innovate UK](#)

Alongside this, there was an opportunity to;

- Provide information on the plans for the wider Nar Ouse EZ – including timing and availability for plots and premises - opportunity for businesses to discuss their plans and register their interest with representatives from Property Services
- Promote the availability of meetings spaces, hotdesking & co working spaces at KLIC