

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



# **King's Lynn Area Consultative Committee**

## **Agenda**

**Monday, 30th January, 2023  
at 4.30 pm**

in the

**Council Chamber  
Town Hall  
King's Lynn**

**Also available for the public to view on  
WestNorfolkBC on You Tube**





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**KING'S LYNN AREA CONSULTATIVE COMMITTEE**

**AGENDA**

**DATE: MONDAY, 30TH JANUARY, 2023**

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

**TIME: 4.30 pm**

**1. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**2. MINUTES OF PREVIOUS MEETING (Pages 5 - 16)**

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

**3. DECLARATIONS OF INTEREST**

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

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

**4. URGENT BUSINESS**

To consider any business which, by reason of special circumstances, the Chairman proposes to accept as urgent under Section 100(b)(4)(b) of the Local Government Act, 1972.

5. **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

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

6. **CHAIRMAN'S CORRESPONDENCE (IF ANY)**

7. **REFIT PROGRAMME**

8. **LOCATION OF BINS, REPLACEMENT BINS AND HOW TO GET THEM**

9. **PROVISION OF ACCESSIBLE PLAY EQUIPMENT**

10. **COMMITTEE'S WORK PROGRAMME AND CABINET'S FORWARD DECISION LIST** (Pages 17 - 21)

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

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

11. **DATE OF NEXT MEETING**

The next meeting is scheduled for 20 March 2023.

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

Councillors Miss L Bambridge, F Bone, S Collop, A Dickinson, G Howman, C Hudson, B Jones, C Joyce, A Kemp, J Lowe, J Rust, A Tyler, Ware and M Wilkinson

**Management Team rep:** Mark Whitmore

**Officers:**

Tracy Brooker – item 7

Nathan Johnson – items 8 and 9

**Portfolio Holders:**

Cllr P Kunes – Items 7 and 8

Cllr H Humphrey – Item 9

For Further information, please contact:

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

**KING'S LYNN AREA CONSULTATIVE COMMITTEE**

**Minutes from the Meeting of the King's Lynn Area Consultative Committee held on Thursday, 3rd November, 2022 at 4.30 pm in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillor A Tyler (Chair)  
Councillors Miss L Bambridge, F Bone, S Collop, C Hudson, B Jones, A Kemp, J Lowe, J Rust and M Wilkinson

An apology for absence was received from Councillor G Howman

1 **WELCOME**

The Chair welcomed everyone to the meeting and advised that it was being recorded and streamed live to You Tube. He then invited the Democratic Services Officer to carry out a roll call to determine attendees.

2 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillor Howman.

3 **MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting were agreed as a correct record.

4 **DECLARATIONS OF INTEREST**

Councillor Kemp declared that she was a Member of the Youth Advisory Board.

5 **URGENT BUSINESS**

There was no urgent business.

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

There were no Members pursuant to Standing Order 34.

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

There was no Chair's correspondence to report.

## 8 **LILY UPDATE**

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

The Chair invited Judith Berry, Community Health & Wellbeing Manager to give a Lily update to the Committee.

She explained that Lily had been established for a while, but its role had evolved considerably. Having Lily and the Lily database meant that they were able to respond immediately to the needs of West Norfolk residents in light of any community emergency.

Lily was commissioned by Norfolk County Council to provide isolation or loneliness support to residents of West Norfolk. Lily was used during Covid to distribute the household support fund and supporting those in hardship, responded to support requests for those who had lost their homes in the recent fires at Brancaster and being on standby to support those affected by the Anglian Water issues.

At the moment, Lily was investing in a refresh of the website which would provide an enhanced user experience and also to ensure compliance with the latest accessibility standards.

Lily worked closely with statutory providers and also worked closely with Voluntary and Community Sector Organisations.

The Community Health & Wellbeing Manager outlined the projects which Lily had been involved in and explained that grants and funding were looked at so the offer of Lily could be expanded. This had resulted in a successful award of funding to run two 12-week Food for Thought courses – one in North Lynn and one in South Lynn. Lily had also been managing the Department for Work and Pensions Household Support Fund from October 2021 and also Project Managing the Ukraine Welcome Centre and Homes for Ukraine initiative.

The Food for Thought initiative was developed by Lily in partnership with Freebridge Community Housing and the College of West Anglia as an initial pilot. At the time of applying for the external funding, North Lynn was showing higher in the statistics of deprivation. The aim was to encourage local residents of all ages to learn more about healthy eating and budgeting and also helped to address social deprivation, isolation, food poverty, loneliness, health and wellbeing and community cohesion. The first cohort of external funding took place at the Discovery Centre and positive feedback had been received. The second sessions commenced on 16 September. Due to the success of the pilot, a second amount of external funding had been secured from the Health and Wellbeing Board to deliver another course in February at Providence Street. The sessions included cooking and taste demonstrations delivered by a qualified nutritionist.

She also outlined the DWP Household Support Funds to the Committee. The team was currently working on HSF 3 – which ran from October 2022 until March 2023. Central Government had issued their final guidance and the Support Fund was not ring fenced as previous years had been and was able to support a wider remit of individuals experiencing hardship. Spending of the

funding was successfully underway, and the team were creating some proactive initiatives to ensure that as many people as possible was reached.

In relation to Homes for Ukraine, it was explained that Lily was working in partnership with the Hanseatic Union to provide the welcome centre at King's Court. The provision gave refugees the opportunity to meet each other and to access a wide range of help and support. She explained the range of help and support provided at the sessions.

The Lily team also helped to deliver the Homes for Ukraine scheme, alongside other key departments at the Council. The scheme was now at the 6-month stage and the team were dealing with queries from hosts regarding continuing with the scheme or ending it. Work was being carried out to ensure that the refugee did not have a gap in their accommodation. Welfare checks were carried out, dealt with host and refugee breakdowns and assisted with relocations.

The Lily team also fed into the Help Hub, which was managed by the Borough Council.

The Committee also noted the number of Lily referrals.

The Chair then invited questions / comments from the Committee, as follows:

Councillor Bambridge added that she should declare an interest as she was a Trustee of West Norfolk Carers.

With regards to the Food for Thought she asked how many people attended and how this was communicated, and regarding Homes for Ukraine she asked in % terms how many people had moved on from their original accommodation?

In response, the Community Health & Wellbeing Manager explained that the first cohort in North Lynn attracted an average of 3-4 people coming to that but from a whole count there had been 30 attendances. It had been communicated via social media, radio, leaflet drops, posters, newspapers and a large billboard. The marketing assistant had also handed out leaflets in school playgrounds.

With regards to the question regarding the % of Ukrainian refugees who had moved on from their original accommodation, the Community Health & Wellbeing Manager advised that she did not have that information to hand and would respond to Councillor Bambridge.

Councillor Mrs Wilkinson asked if there were any plans for Food for Thought to be from Fairstead, the community centre could not be hired as it was too expensive. Fairstead had a very high deprivation area.

In response the Community Health & Wellbeing Manager explained that the team were making their way around the areas with regards to Food for Thought, but it was funding dependant.

Councillor Kemp stated that this was a very successful project and one event in South Lynn had been held during half term and there had been 30 people in attendance. This was a good example of partnership working between the Council and informing residents with Councillor Joyce and herself playing an

active part in this. There had also been a good mix of parents and children in attendance. She thanked Lily for the event and would like to see more events like this put on in the school holidays.

The Community Health & Wellbeing Manager explained that, as outlined in the presentation, South Lynn was due to have 12-week sessions in January / February. It would have to be carried out area by area and was funding dependant.

Councillor Kemp asked if it was better to hold the events during school holidays, to encourage younger children to take part. The Community Health & Wellbeing Manager advised that this was something that could be looked together with different days of the week and times. As advised that this was a pilot project, so lessons were being learnt.

In response to a question from the Chair, the Community Health & Wellbeing Manager outlined the process of dealing with refugees from Ukraine. The team also had a Welfare Officer in post who was Ukrainian herself to help with people understanding the processes. The team also worked closely with the Housing Options Team.

The Community Health & Wellbeing Manager also advised that the team carried out around 20 welfare checks per month but that was mostly for the hosts.

The Management Team representative advised that there were several hosts who were looking to extend beyond the six-month period, which was taking time and resource from the Lily team to ensure that the host and refugee was happy and content and knew what they were doing. He undertook to get some statistics to the Committee at a later date.

Councillor Rust added that the work the Lily team was carrying out was incredible with a small team and appeared to be making a huge difference to people in the area. She wished for her thanks to be recorded. This was echoed by the Chair.

## 9 **SPECIAL EXPENSES - REPORT TO FOLLOW**

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

The Chair informed the Committee that this item had been deferred to a Special Meeting to be arranged in early December. This was to allow more time to consider the increase in costs as they were estimated to be significantly higher than in previous years due to inflation increases on areas such as utility costs and staffing.

## 10 **PARISH PARTNERSHIP SCHEME PROPOSALS**

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

The Chair invited the Committee to consider the proposal put forward by Councillor Kemp. Councillor Kemp outlined her proposal to the Committee, which was summarised in the agenda.

It was suggested that this could be eligible for CIL funding, and this might be the best route for funding, which was accepted by Councillor Kemp.

Councillor Kemp also advised the Committee that there were Members of the Youth Advisory Board in the audience, who would like to do future presentation to the Committee on the provision of disabled play equipment in the Walks and asked how this could be taken forward.

Councillor Bone agreed with this and welcomed the idea for the Walks.

Councillor Jones informed the Committee that there was talk of a building being built at Lynnsport for the Little Discovers with equipment for people with disabilities. He welcomed the idea of more accessible play equipment at Lynnsport would be welcomed as it was quite central. Councillor Bambridge added that CIL funding had been sought for this.

Councillor Bone added that in addition to accessible play equipment for the Walks, he felt that it would be beneficial to have outdoor gym equipment too, as it was a central location in the town and well used.

Councillor Mrs Collop asked when the Parish Partnership bids had to be submitted by? It was advised that it was 9 December. Councillor Mrs Collop added that there had been speed cameras installed at Marsh Lane, but the speed cameras were installed but never worked but had now been removed. She asked whether there could be some working cameras installed through the Parish Partnership scheme. The Assistant Director advised that this was something that could be applied for through the Parish Partnership scheme. The Assistant Director undertook to investigate the issue outside of the meeting.

In response to a question from Councillor Kemp, the Assistant Director undertook for find out if there were any funding pots available to be used for play equipment / accessible play equipment in readiness for the meeting on 30 January 2023.

Councillor Rust added that it might be beneficial to include feedback from people who used the Walks to help strengthen any proposals.

The Committee agreed that:

**AGREED:** (1) That the Committee endorses the idea of the provision of accessible play equipment and outside gym equipment.

(2) That an item be placed on the next agenda regarding the provision of accessible play equipment (30 January 2023) and the Youth Advisory Board be invited to give a presentation to the Committee.

(3) The further work be undertaken on the provision of accessible play equipment / outdoor gym in the Walks and any available funding pots.

It was confirmed that Councillors Mrs S Collop, L Bambridge and B Jones be confirmed as the KLAAC representatives on the KLAAC Planning Sub-Group.

It was noted that the date of next meeting would be changed if possible from 17 November to ensure that there would be a quorum.

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

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

The Committee noted the Work Programme and Cabinet Forward Decision List.

13 **DATE OF NEXT MEETING**

A Special Meeting would be arranged in early December 2022.

**The meeting closed at 5.35 pm**

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

**KING'S LYNN AREA CONSULTATIVE COMMITTEE**

**Minutes from the Meeting of the King's Lynn Area Consultative Committee  
held on Wednesday, 7th December, 2022 at 5.00 pm in the Assembly Room,  
Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillor A Tyler (Chair)  
Councillors A Dickinson, C Hudson, B Jones, A Kemp (Zoom), J Lowe, J Rust,  
A Tyler and M Wilkinson

**Officers present:**

Michelle Drewery, Assistant Director, Resources  
Mark Whitmore, Management Team Representative

**1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bambridge, Mrs S Collop, C Joyce and J Lowe.

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest declared.

**3 URGENT BUSINESS**

There was no urgent business to report.

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

Councillor A Kemp.

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

There was no Chairman's correspondence to report.

**6 RECOMMENDATIONS ON SPECIAL EXPENSE CHARGE FOR  
KING'S LYNN - 2023/2024**

Click here to view a recording of this item on You Tube

The Chair invited the Assistant Director, Resources & Section 151 Officer to present the report.

The Assistant Director, Resources explained that the terms of reference for the Committee described one of its roles as acting as a consultative forum on the funding raised by, and utilisation of the King's Lynn Special Expenses, and to offer input on priorities for the expenditure and if appropriate the level of funds to be raised.

The Assistant Director, Resources drew the Committee's attention to what Special Expenses were currently charged for, as set out at 1.3 in the report.

1.4 of the report explained that the total cost of Special Expenses was met by the Council tax-payers of King's Lynn. It was explained that the total special charge for 2022/23 for King's Lynn was £533,320.

Attention was drawn to paragraph 2.1 which explained that the Council Tax base for King's Lynn for 2023 / 24 was currently estimated at 10,835 which was an increase of increase of 67 from 2022 / 23. This resulted in a Band D charge of 60.00 resulting in an increase of £10.47.

The Assistant Director, Resources explained the main movements between the special expense charges to 2022/23 and 2023/24 as follows:

- Footway lighting increase of £23,150 – this increase in costs was due to a significant increase in utility rates of circa 57%. This was an estimated figure including an element of forecasting so there was a possibility that this cost could increase further.
- Play areas increase of £3,870 – this increase reflected an increase in staffing costs and a small increase in utility costs.
- Community Centres increase of £14,810 – this increase was a result of significant increase in utility costs and a reduction income levels due to a decline in room lettings and associated recharges.
- Closed churchyards, pavilions, dog bins, public conveniences – these increases were based on inflationary increases reflecting staffing, utility and general inflation increases.
- Open spaces increase of £38,500 – this increase was again a reflection of increases in staffing costs as well as other inflationary increases.
- Bus Shelters increase of £1,140 – this was incorporating an issue in utility costs and the inclusion of the new bus shelter scheme running costs. The was offset by a reduction in rates and an increase in advertising costs.

The above figures presented a significant increase in the cost of services provided through Special Expenses. The increase of £10.47 significantly exceeded the £5 increase in council tax that the Council was permitted to levy without going through a referendum exercise.

It was explained that the Council applied a notional split of the £5.00 increase in Council Tax as follows: Borough Council £4.50 and Special Expenses £0.50.

In order to bring the level of increase in special expenses down from £10.47 to £0.50, this would require supplementing from the Council's budget. The supplement was currently estimated at around £108,000. It was explained that the Council would not know the true figure until the budget setting process was near completion and the Council tax resolution could be calculated in detail.

The Committee was informed that there were currently no proposals for new schemes for consideration at the time of writing the report. However, as could be seen from the detail in the report, there was no spare capacity to fund any new schemes at this point in time.

The Committee was asked to consider and endorse the special expenses charge for 2023/24 and corresponding council supplement, as set out in the report whilst noting the financial implications also set out in the report.

The Chair then invited the Committee to ask questions / make comments, which are summarised as follows:

- Footway lighting increase – there had been a push to use LED lighting to reduce utility costs and it was queried whether consideration had been given to using solar lighting? The Assistant Director, Resources explained that the Council did have a Refit programme in place and lighting was one of the projects. This was now being progressed including replacement of some of the columns which had been red flagged, these would take priority and the lighting would be changed at the same time. She would check to see whether solar lighting had been considered.
- The Community Centre budget was not credible. Fairstead Community Centre charged £29.00 per hour to hire it and that was one of the reasons that the level of subsidy was required. As Alive West Norfolk ran the Community Centres business rates should not be charged, and this needed to be checked. The Assistant Director advised that Alive West Norfolk operated the buildings on the Council's behalf, but those buildings still belonged to the Council. She would check the legislation around that. The Community Centres had recently been re-evaluated and would be implemented in April 2023 and as part of that there would be a slight reduction in business rates to be implemented, but she would check to see if discretionary business rates could be applied.
- Increase in pavilion costs, which were rarely used. Cleaning was not acceptable for the increase in costs as the pavilions were rarely used. The Assistant Director, Resources advised that she would feedback the comments to Alive Leisure.
- In response to a query regarding staffing costs in relation to Open Spaces, the Assistant Director, Resources explained that she was aware that the staff costs that had been incorporated had been based on the current year's pay award and an estimate for the following year

so there should not be any further increase than that which had been absorbed into the staff increases.

- With regards to the Fairstead Community Centre, it was asked what the income was. The Assistant Director, Resources undertook to find out that information.
- Footway lighting – many lights were quite often out, and it was asked whether it was only when it had been reported before they were checked and repaired because they could be not working for weeks. Were the lights checked regularly? The Assistant Director, Resources advised that this was an operational matter which she would follow up.

Councillor Rust stated that with regards to the Refit scheme regarding street lighting and the replacement of identified red rated streetlights specifically in relation to King's Lynn, why should residents potentially pay more on their special expenses because of the Council's failure to replace lights in King's Lynn.

Councillor Rust also noted from the report that there would be no future schemes brought forward unless they were fully funded. She considered that if Parish Council's had sufficient funds for new schemes, the unparished area would suffer a significant detriment and disadvantage than a parished area and considered that King's Lynn should receive additional funding to level-up with the parished areas and that new schemes should be able to come to the Committee.

The Assistant Director, Resources advised that Parish and Town Councils had their own levies that they could pass on to their parishioners and they also had no cap on their increases either so they could raise income through their levy through Council Tax. Unfortunately, King's Lynn did not have the same flexibilities around that. The Borough Council's Council Tax supported that and that was why there was a notional split.

In the current climate, the Council was seeing a significant increase in costs which were having to be absorbed, so at the moment, for any schemes there was not the flexibility to do that, but it was within the Committee's ability to put any recommendations to Cabinet or Council to see if they would support that.

Councillor Jones stated that he thought it would be a priority for the Council to try and reduce its utility costs by the use of solar energy and solar streetlights because it would save the taxpayer money and also enhance the green credentials by using renewable energy.

The Assistant Director, Resources provided details of the Refit Programme to the Committee.

Councillor Kemp asked what the income was from South Lynn Community Centre. If Council Officers were using part of the Community Centre, was that credited as income to the Community Centre. With regards to streetlights some parts of the town centre and Gaywood Road, after dark it seemed that the lighting had been turned down too much for safety. She supported the use of LED lighting and solar panels.

She also queried the governance with Parish Councils but ultimately the Committee needed to be able to set its own projects. She added that the governance needed to be more transparent and accountable to serve the needs of the people in the town.

The Assistant Director, Resources explained that she would include the income for both South Lynn and Fairstead Community Centres and circulate to the Committee following the meeting.

With regards to streetlighting she would feedback to the Team and provide a response to the Committee.

The Assistant Director, Resources explained that there was income which was credited to the South Lynn Community Centre. With regards to officers using the Community Centre to work those costs were not passed on through Special Expenses and absorbed by the Council.

The Assistant Director, Resources clarified that the information she would be obtaining would be sent out to the whole Committee.

In response to queries raised in the meeting regarding footway lighting, it was suggested that an officer could be invited to a future meeting to give a presentation to the Committee.

Councillor Rust proposed that the Committee should defer making a decision on the Special Expenses report until further information was available.

The Assistant Director, Resources provided further clarification to the Committee and explained that the proposal was to charge 50p to residents for the Special Expenses charge for 2023 / 24 and the rest would be absorbed by the Borough Council budget. Any responses would not make a difference in terms of the costs going through the budget.

The Assistant Director, Resources clarified the budget project and explained that Special Expenses was part of the Borough Council's budget. The Borough Council did not know of the Government's provisional settlement until December therefore officers were working on estimates and a number of assumptions had to be built into the Financial Plan.

Councillor Kemp asked how much was being brought in by the residents of King's Lynn this year and next year into the Council. The Assistant Director, Resources would provide a response to all the Committee.

In view of the further clarification provided, Councillor Rust withdrew her proposal to defer making a decision on the Special Expenses charge for 2023 / 24.

**RECOMMENDED:** (1) That the Committee endorse the Special Expenses charge for 2023 / 24 as set out in section 2.2 of the report.

(2) That a presentation be given to the Committee on the Refit project.

7 **DATE OF NEXT MEETING**

The next meeting of the Committee would be held on Monday, 30 January 2022.

**The meeting closed at 6.02 pm**

**KING'S LYNN AREA CONSULTATIVE COMMITTEE  
WORK PROGRAMME 2022/2023**

**30 June 2022**

- Housing Standards
- Appointments to Planning Sub-Group and Play Areas Informal Working Group

**19 September 2022 – MEETING CANCELLED**

- Parish Partnership Scheme Update
- Lily Update
- Update on Active and Clean Connectivity and Local Cycling and Walking Infrastructure Plan

**3 November 2022**

- Parish Partnership Scheme
- Special Expenses – deferred to Special Meeting
- Lily Update
- Membership of KLACC Planning Sub-Group and Appointment of Subs

**7 December 2022**

- Special Expenses

**30 January 2023**

- Location of Bins, replacement bins and how to get them
- Refit Programme

- Provision of accessible play equipment

**20 March 2023**

- Update from the Police
- Health & Wellbeing Partnership Update
- Update on the railways

**To be scheduled:**

- Update on the railways
- Buildings at Risk
- Update from Bus Companies
- Defibrillators
- Flytipping issues in King's Lynn
- Asylum Scheme

**FORWARD DECISIONS LIST**

<b>Date of meeting</b>	<b>Report title</b>	<b>Key or Non Key Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member and Lead Officer</b>	<b>List of Background Papers</b>	<b>Public or Private Meeting</b>
7 February 2023						
	Budget	Key	Council	Finance Asst Director – M Drewery		Public
	Capital Programme	Key	Council	Finance Asst Director – M Drewery		Public
	Treasury Management Policy update	Key	Council	Finance Asst Dir M Drewery		Public
	West Norfolk Investment Plan - Shared Prosperity Fund Update	Non	Cabinet	Business, Culture and Heritage Assistant Director D Hall		Public

<b>Date of meeting</b>	<b>Report title</b>	<b>Key or Non Key Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member and Lead Officer</b>	<b>List of Background Papers</b>	<b>Public or Private Meeting</b>
Additional Meeting 8 February 2023						
	Call in of officers decisions	Non	Council	Leader Monitoring officer		Public
	Hunstanton Bus Station report	Key	Cabinet	Development & Regeneration Asst Dir – D Ousby		Public
	Revenues and Benefits Officer Delegations	Non	Council	Leader Asst Dir – M Drewery		Public
	Appointment of Honorary Aldermen from 2015-2019 period	Non	Council	Leader Chief Executive		Public
	Meetings Arrangements	Non	Council	Leader Chief Executive		Public

<b>Date of meeting</b>	<b>Report title</b>	<b>Key or Non Key Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member and Lead Officer</b>	<b>List of Background Papers</b>	<b>Public or Private Meeting</b>
7 March 2023						
	Review of Unreasonable complaints Policy	Non	Council	Leader Monitoring Officer		Public
	Changes to Council Tax Charges for Long Term Empty Properties and Second Homes for 2024/2025	Key	Council	Finance Asst Dir – M Drewery		Public
	LGA Model Code of Conduct	Non	Council	Leader Asst Dir – A Baker		Public
21	Notice of Motion 16/22 – Peer Review	Non	Cabinet	Leader Chief Executive		Public
	Southgates Regeneration Area Development Brief and Next Steps	Key	Council	Development and Regeneration Asst Dir – D Hall		Public
	Southend Road Hunstanton	Key	Cabinet	Development and Regeneration Asst Dir – D Ousby		Public
	LUF – Oasis – Update and Site Approval	Key	Cabinet	Leader Asst Dir – D Ousby		Public
	Governance Review Task Group	Non	Cabinet	Leader Chief Executive		Public
	Members Allowances Scheme 2021-25	Non	Council	Finance Chief Executive		Public
	Guildhall CIO Governing Document	Non	Cabinet	Business Culture & Heritage Asst Dir - D Hall		Public
	Levelling up Government response and actions	Key	Council	Business Culture & Heritage Asst Director – D Hall		Public

	Towns Fund Local Assurance Framework	Non	Cabinet	Business Culture & Heritage Asst Director – D Hall		Public
	Freedom of the Borough - amendments	Non	Council	Leader Chief Executive		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
18 April 2023	West Winch Collaboration Agreement	Non	Cabinet	Development and Regeneration Exec Dir – G Hall		Public
	Custom and Self Build Site – Stoke Ferry	Non	Cabinet	Regeneration and Development Assistant Director - D Hall		Public
22	Asset Management – Land and Property	Key	Cabinet	Property Asst Dir Property and Projects		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

**Items to be scheduled**

	Notice of Motion 7-21 – Councillor Kemp – Equalities	Non	Council	Leader Asst Dir B Box		Public
	Procurement Strategy	Non	Cabinet	Finance Asst Dir – D Ousby		Public
	Review of Planning Scheme of Delegation (summer 23)	Non	Council	Development and Regeneration Asst Dir – S Ashworth		Public
	Lynnsport One (summer 23)	Key	Council	Regeneration & Development Asst Dir Companies & Housing Delivery – D Ousby		Public