

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

CABINET DECISION SHEET

**Decision Sheet from the Meeting of the Cabinet held on
Monday, 15th January, 2024 at 6.00 pm in the Council Chamber, Town Hall,
Saturday Market Place, King's Lynn PE30 5DQ**

PRESENT: Councillor T Parish (Chair)
Councillors B Anota, A Beales, M de Whalley, J Moriarty, C Morley, S Ring,
J Rust and S Squire

1 **MINUTES**

RESOLVED: The Minutes of the Meeting held on 5 December 2023 were agreed as a correct record and signed by the Chair.

2 **URGENT BUSINESS**

None

3 **DECLARATIONS OF INTEREST**

None

4 **CHAIR'S CORRESPONDENCE**

None

5 **MEMBERS PRESENT UNDER STANDING ORDER 34**

Under standing order 34 Councillors Dark, Dickinson, Kemp, Ryves attended on zoom and Councillor Ware attended in person.

6 **CALLED IN MATTERS**

None

7 **FORWARD DECISIONS**

The Forward Decision list was noted.

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

Recommendations from the following bodies were submitted to Cabinet and considered with the relevant items:

Environment and Community Panel – 3 January 2024

West Norfolk Investment Plan (UK Shared Prosperity Fund) and Rural England Prosperity Funding Update and 2024/25 Priorities.

Designation of a Village Green – South Lynn

Corporate Performance Panel – 4 January 2024

Changes to Council Tax Premiums for second and Long Term Empty Properties

Council Companies Funding – Open and Exempt elements

Polling District Review

Regeneration and Development Panel – 10 January 2024

Local Plan – Gypsy and Traveller Sites Consultation Document

Local Plan Task Group - 8 January 2024

Local Plan – Gypsy and Traveller Sites Consultation Document

9 **POLLING DISTRICT REVIEW**

RECOMMENDED: That the Appendix attached to the report on the Polling District and Polling Place Review Schedule be adopted.

Reason for Decision

To ensure that the Council meets its statutory obligations. (A Polling District Review has to be carried out once every five years).

10 **COUNCIL TAX PREMIUMS FOR LONG-TERM EMPTY PROPERTIES AND SECOND HOMES**

RECOMMENDED: That Council:

- 1) Charge the long-term empty property premium after 12 months from 1 April 2024,
- 2) Charge a 100% premium for second homes falling into Class B from 1 April 2025,
- 3) Adopt the Council Tax Discounts Resolution as at Section 7 of Appendix C,
- 4) Work with other Norfolk authorities and Norfolk County Council to ensure the maximum possible amount of the additional second homes income is returned to those boroughs most affected by second home ownership and,

- 5) Delegate authority to the Revenues and Benefits Manager, in consultation with the s151 Officer and Council Leader, to agree the technical guidelines for any exceptions to the premiums imposed by central government.

Reason for Decision

To decide whether the provisions within sections 79 and 80 of the Levelling Up and Regeneration Act 2023 regarding additional premiums should be implemented.

11 **WHISTLE BLOWING POLICY**

RECOMMENDED: That the revised Whistleblowing Policy be approved and adopted

12 **DESIGNATION OF A VILLAGE GREEN - SOUTH LYNN**

RESOLVED: 1) That the Community Orchard at Wisbech Road/ Harding's Way be approved and progressed as detailed in the report

2) That the Council agrees to enter into a form of agreement with the Harding's Pits Association which continues the current operational arrangements for the Harding's Pits Door Step Green. Authority to be delegated to the Assistant Director Property & Projects in consultation with the Portfolio Holder for Property and Corporate Services to agree appropriate terms and length of agreement

3) That the proposed Beuys's Acorns Project be supported potentially as part of the proposal for the Harding's Pits Door Step Green, with this area being extended to accommodate the Beuys's Project.

RECOMMENDED:

That the land identified in the plan attached with the report (the red shaded area to the west of Hardings Way) be designated as a Village Green.

Reason for Decision

To progress projects which enhance the environment and protect and increase green space for the benefit of the local community.

13 **HOUSING OPTIONS OFFICER POST**

RESOLVED: That an additional permanent full time Housing Options Officer post be created.

Reason for Decision

To ensure that the Council fulfils its statutory duties in relation to homelessness and has the resource and capacity provide advice and assistance to those in greatest housing need.

14 **APPOINTMENT OF HONORARY ALDERMEN**

RECOMMENDED: 1) That the Council places on record its deep appreciation of the eminent services to the Council rendered by former Councillors:

Kathleen Collins (previously Mellish)
David Collis
Michael Peake
Geoffrey Hipperson
Andrew Tyler

2) That a Special Meeting of the Council to confer the title of Honorary Alderman on those former Councillors be held after Mayormaking on Thursday, 16 May 2024 and the engrossment of recommendation above and an Aldermanic badge be presented to the Honorary Aldermen at that Council meeting.

3) That a further report be brought forward reviewing the criteria of nominating Honorary Aldermen before any further new nominations are considered by the Council.

15 **LOCAL PLAN GYPSY AND TRAVELLER SITES CONSULTATION DOCUMENT**

RESOLVED: 1) That the draft Gypsy, Travellers and Travelling Showpeople Potential Sites and Policy document, the Gypsy and Traveller Site Assessment Document, the associated Strategic Flood Risk Assessment and the Sustainability Appraisal, be endorsed for consultation, for a period of 6 weeks from the 26th January until the 8th March 2024.

2) That delegated authority be granted to the Portfolio Holder for Development and Regeneration, and the Assistant Director – Environment & Planning, to include minor amendments as required to the consultation document prior to consultation starting at the end of January.

3) That delegated authority be granted to the Portfolio Holder, Development and Regeneration to ensure new sites which come forward from the consultation exercise be communicated in a timely manner to Borough Councillors and where possible Parish Councils.

Reason for Decision

The Borough Council must allocate land to meet the accommodation needs for Gypsies, Travellers and Showpeople through the replacement Local Plan. The Local Plan is unlikely to be found sound at examination if insufficient land is allocated to address this need.

Cabinet approval is being sought to publish potential site allocations for consultation. It is also seeking authority to make minor amendments to the consultation document as necessary for clarity ahead of the formal consultation period. Following the consultation, and after a further assessment, Full Council will need to endorse the final preferred site-specific allocations for submission to the Planning Inspectors as part of the ongoing Local Plan examination.

16

WEST NORFOLK SHARED PROSPERITY FUNDING AND RURAL ENGLAND PROSPERITY FUNDING: PROGRAMME UPDATE AND 2024/25 PRIORITIES

RESOLVED: 1) That the projects for allocation of UKSPF funding of £1,062,709 for 2024/25 against the agreed interventions contained in the West Norfolk Investment Plan (WNIP) as set out in sections 3 and 4 of the report be approved.

2) That the REPF funding of £225,000 for Active Travel projects in 2024/25 as set out in Table 6 of the report be approved.

3) That delegated authority be granted to the Assistant Director for Regeneration, Housing & Place in consultation with the Portfolio Holder for Business to approve in year budget reallocations of UKSPF funding for 24/25 to ensure fulfilment of spend. (Section 7 of the report).

Reason for Decision

To ensure timely delivery of two complementary government grant funding streams in line with government guidance, West Norfolk Investment Plan, the Rural Addendum and Corporate Business Plan objectives. The UKSPF will support residents and business to; build pride in place, high quality skills training, supporting pay, employment, productivity growth and increasing life chances. REPF will support investment in micro and small enterprises in rural areas and in the development and promotion of the rural visitor economy, enhancing active travel provision in rural areas, investing in capacity building and infrastructure support for local rural groups and supporting volunteering and social action groups in rural communities.

It was not possible to adopt the recommendation from the Environment and Community Panel as the grant funding was tied in a contractual arrangement. Suggestions were made which may help the unparished area apply for grant.

17 **COUNCIL COMPANIES FUNDING**

RESOLVED: 1) That the contents of the report setting out (i) the advice of Grant Thornton, PS Tax, Link Group Treasury Services and Ensor Accountants relating to the structure options for financial support to WNPL and WNHC (the Companies), and (ii) the Council's current analysis as regards the best options be noted;

2) That a Drawdown facility be offered to the Companies (comprising a mix of loan facilities and repayable grant agreements, and which may include debt-equity arrangements and/or the extension of current lease arrangements), with an overall lending cap of £50 million;

3) That delegated authority be given to the Executive Director (Place), in consultation with the Portfolio Holder for Business, the Share Holder Committee, the Section 151 Officer and the Monitoring Officer, to agree the final terms of the Drawdown facility with the Companies.

RECOMMENDED: 4) That delegated authority be granted to the Section 151 Officer in consultation with the Portfolio Holder for Business to amend the Capital Strategy for 2023-2024 to reflect the approved Drawdown facility to the Companies.

Reason for Decision

1. To deliver on Council Corporate Objectives:
 - Promote growth and prosperity to benefit West Norfolk;
 - Protect our environment;
 - Efficient and effective delivery of our services; and,
 - Support our communities.

To deliver affordable and private rented housing for acquisition by the council's wholly owned housing companies to support the delivery of council corporate objectives

The meeting closed at 8.07 pm