Borough Council of King's Lynn & West Norfolk



ANNUAL COUNCIL MEETING

Agenda

Thursday, 16th May, 2024

at 5.00pm

in the

Assembly Room Town Hall Saturday Market Place King's Lynn

Borough Council of King's Lynn & West Norfolk



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

8 May 2024

Dear Councillor

You are hereby summoned to attend the Annual Meeting of the Borough Council of King's Lynn and West Norfolk which will commence at 5.00 pm on Thursday, 16th May, 2024 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. **DECLARATIONS OF INTEREST** (Page 6)

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.

4. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

To receive Mayor's communications and announcements.

5. URGENT BUSINESS

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

6. ELECTION OF A COUNCILLOR TO HOLD OFFICE AS MAYOR OF THE BOROUGH OF KING'S LYNN AND WEST NORFOLK AND TO BE CHAIR OF THE COUNCIL FOR THE MUNICIPAL YEAR 2024/2025

- 7. ELECTION OF A COUNCILLOR TO HOLD OFFICE AS DEPUTY MAYOR OF THE BOROUGH OF KING'S LYNN AND WEST NORFOLK AND TO BE VICE-CHAIR OF THE COUNCIL FOR THE MUNICIPAL YEAR 2024/25
- 8. ADMINISTER OATH TO THE MAYOR
- 9. ADMINISTER OATH TO THE DEPUTY MAYOR
- 10. VOTE OF THANKS TO THE RETIRING MAYOR AND CONSORTS
- 11. TO MAKE PRESENTATIONS TO THE RETIRING MAYOR AND CONSORTS AND RECEIVE RESPONSES
- 12. TO AGREE THE CHAIR OF CABINET AND LEADER FOR THE FOLLOWING THREE YEARS
- 13. TO NOTE THE CABINET MEMBERS FOR 2024/25

14. **PROPORTIONAL ALLOCATION OF SEATS** (Page 7)

To agree proportional allocation of seats with regard to the following Council Bodies in the Constitution in accordance with Section 15 of the Local Government and Housing Act 1989 (as amended by subsequent legislation), and in accordance with Section 16 of that Act, to appoint members to serve on them (a full membership list will be made available at the meeting):

- Appointments Board /Investigating & Disciplinary Committee
- Licensing Committee
- Licensing and Appeals Board
- Planning Committee
- Standards Committee
- Audit Committee

Policy Review and Development Panels:

- Corporate Performance
- Environment and Community
- Regeneration and Development

15. APPOINTMENT OF CHAIRS AND VICE-CHAIRS

Appointment of Chairs and Vice Chairs of the following bodies:

- Appointments Board
- Planning Committee
- Licensing Committee
- Licensing and Appeals Board
- Standards Committee

Appointment of Chairs of the following Bodies (Vice Chairs will be appointed at the first meeting of the Body)

- Audit Committee
- Corporate Performance Panel
- Environment and Community Panel
- Regeneration and Development Panel

16. PROPORTIONAL ALLOCATIONS ON TASK GROUPS

To agree the following:

Task Groups with 9 Members – 3 Independent P'ship, 3 Conservative, 2 Labour, 1 Progressive Task Groups with 7 Members – 3 Independent P'ship, 3 Conservative, 1 Labour Task Groups with 5 Members – 2 Independent P'ship, 2 Conservative, 1 Labour

17. APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES

To agree that any members previously appointed to an outside body continue to serve until 11 June 2024 Cabinet or 27 June 2024 Council, whichever is appropriate.

Lorraine Gore Chief Executive

DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART

Borough Council of King's Lynn & West Norfolk



START

	Does the mat	ter directly				
YES ← Declare the interest. You have	relate to one o	f your DPls?	→NO	Does the matter directly relate to the finances or wellbeing of one of your ERIs?		
a conflict and cannot act or	Declare the interest. You have a conflict and cannot act or		YES 🖌			
remain in the meeting *				↓ NO		
* without a dispensation	remain in the		(Does it directly relate to the		
Glossary: DPI: Disclosable Pecuniary	Declare the interest. You have		YES ←	finances or wellbeing of you, a relative or a close associate?		
Interest	a conflict and o					
ERI: Extended Registrable Interest	remain in the	e meeting *		↓ NO		
Other actions to mitigate against identified conflicts: 1. Don't read the papers	Declare the interest. Are you or they affected to a greater extent than most people? And		YES ←	Does it affect the finances or wellbeing of you, a relative, a close associate or one of my ERIs?		
 Tell relevant officers Ask to be removed from any email recipient chain/group 	would a reason think you are bi of the int	ased because		↓ NO		
	↓ YES	↓NO		Does it relate to a Council		
cannot ac	a conflict and t or remain in neeting *	Take part as normal		Company or outside body to which you are appointed by the Council?		
			YES 🖬	∠ ↓ NO		
You can remain the meeting if the Cha agrees, for you to speak in your extern capacity only. Do not vote.		Declare th interest. Do ye would a reaso person think	ou, or mable there	Does another interest make you that feel you cannot act in a fair, objective or open manner? Would a		
You can take part in discussions but ma clear which capacity you are speaking i Do not vote.		are compet interests betw the Council ar company/ou body?	ween nd the	reasonable person knowing the same interest think you could not act in a fair, objective or open manner?		
		ΝΟΤ	YES TO ONE \downarrow			
		Declare the in the sake of c and transpare take part as	penness ency. Then	You have a conflict . Declare the interest. Do not participate and do not vote.		

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POLITICAL PROPORTIONALITY - MAY 2024

	Total Membership	Conservative Group	Independent Partnership	Labour Group	Progressive Group	Check Total
Total No. of Members	54 + 1 non aligned	21	21	10	2	54
Appointments Board	9	3	4	2	0	9
Planning Committee	18	7	7	3	1	18
Licensing Committee	15	6	5	3	1	15
Licensing & Appeals Board	15	6	5	3	1	15
Standards Committee	7	3	3	1	0	7
Corporate Performance Panel	12	5	4	2	1	12
Environment & Community Panel	12	5	5	2	0	12
Regeneration & Development Panel	12	5	5	2	0	12
Audit Committee	9	3	4	2	0	9
Total Seats	109	43	42	20	4	109

23/24 Municipal Year - Independent Partnership had higher number of seats 24/25 Municipal Year - Conservative Group will have higher number of seats

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