

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

**KING'S LYNN AREA COMMITTEE**

**Minutes from the Meeting of the King's Lynn Area Committee held on  
Thursday, 25th September, 2025 at 5.15 pm in the Council Chamber, Town  
Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillors S Collop (Vice - Chair), B Jones (Chair), J Fry, A Moore  
J Rust, D Sayers and A Ware

**PRESENT UNDER STANDING ORDER 34:** Councillor Bone on Zoom

**OFFICERS PRESENT:**

Mark Whitmore – Assistant Director for Health, Wellbeing and Public Protection  
Carl Holland – Assistant Director for Finance and Deputy Section 151 Officer  
Jemma Curtis – Regeneration Programmes Manager  
Nicola Cooper – Investment Programmes Officer

**27      APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Everett, Heneghan, Colwell and Lowe.

**28      APPOINTMENT OF VICE - CHAIR FOR THE MEETING**

**RESOLVED:** Councillor Collop was appointed Vice- Chair for the meeting.

**29      MINUTES OF PREVIOUS MEETING**

**RESOLVED:** The minutes from the previous meeting held on the 19<sup>th</sup> June 2025 were agreed as a correct record.

**30      DECLARATIONS OF INTEREST**

Councillor D Sayers declared in relation to the Parish Partnership Scheme he was a County Councillor for Norfolk County Council.

**31      URGENT BUSINESS**

There was no urgent business under Standing Order 7.

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

Councillor Bone was present on Zoom, Under Standing Order 34.

33 **CHAIR'S CORRESPONDENCE (IF ANY)**

There were none.

34 **DRAFT KING'S LYNN PLAN FOR NEIGHBOURHOODS.**

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The Regeneration Programmes Manager and Investment Programmes Officer gave a presentation.

The Chair thanked officers for the presentation and invited questions and comments from the Committee.

In response to a question from Councillor Fry, the Regeneration Programmes Manager explained there was flexibility in relation to the £2 million per annum cash flow and that any in year underspend can be rolled over as necessary into subsequent years within the timescales of the programme. She confirmed that borrowing against future years of funding is also allowable to bring spend forward, but there would be costs associated with that which would impact on remaining available spend so would not be the preferred route.

Councillor Ware spoke as the Culture Champion and asked if she could be included and involved in any working groups.

The Regeneration Programmes Manager referred to work on the Cultural Strategy and added the cultural steering groups fed into the Neighbourhood Plan.

Councillor Sayers sought clarification on flexibility of submission if there were changes in circumstances such as Local Government Reorganisation.

The Regeneration Programmes Manager provided assurance that the four year investment plan submitted highlighted the areas which were to be invested in and there was an opportunity annually to change these areas as priorities changed.

The Chair, Councillor Jones questioned how useful community engagement was and if there were any plans for face to face public engagement in King's Lynn town centre on Saturdays.

The Regeneration Programmes Manager explained the conferences that had been held had been useful and had also encouraged organisations to communicate with each other. She added the team were conscious that there has been a lot of public consultations recently.

In response to a question from Councillor Moore, the Regeneration Programmes Manager confirmed the form had been used for feedback for groups of 15 to 20 peoples. She provided examples of groups who had already provided feedback.

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## **SPECIAL EXPENSES MONITORING REPORT**

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The Assistant Director for Finance and Deputy Section 151 Officer presented the report.

The Chair invited questions and comments from the Committee.

Councillor Fry questioned the variance difference between Council tax collected and the budgeted spend.

The Assistant Director for Finance and Deputy Section 151 Officer explained central government had set a cap on how much Council Tax could be increased. He added the King's Lynn Area Committee received part of Council Tax the Borough Council collects. He highlighted to the Committee 4.1 of the report where open spaces were being reviewed to find savings and reduce the budget gap.

In response to a question from Councillor Sayers, the Assistant Director for Finance and Deputy Section 151 Officer explained, when setting the budget, previous years costs and seasonal trends were considered however variations such as weather impact heating and lighting costs. He added the Fairstead Community Centre provides a good level of income however there are costs for usage and maintenance but clarified the budgeted figures were estimates.

Councillor Collop questioned the increase from £900 to £2000 in relation to the Gaywood Remembrance Service.

Councillor Rust clarified the previous year's costs was £1200 and provided further detail on the costs of security increasing along with the cost of closing the road for the Gaywood Remembrance Service. Councillor Rust questioned the costs of Dutton Pavilion and asked for further information on if it was being used.

In response to a follow up question from Councillor Fry, the Assistant Director for Finance and Deputy Section 151 Officer explained the Committee received an element of what the Borough Council collect from Council Tax and this could only be increased by £5 based on a Band D property per annum. He explained it was a decision by Full Council how much was allocated to the King's Lynn Area Committee. He added the Council Tax for next year's budget would be decided on at Full Council in February 2026.

Councillor Sayers questioned when the review of open spaces was to be completed and if this was to be reported to the Committee.

The Assistant Director for Finance and Deputy Section 151 Officer explained this was a continuous review and there was to be an opportunity for Members to input in January and reminded Members a Special Expenses report was to be presented at the next Committee meeting.

The Chair, Councillor Jones sought clarification on how the spend on pavilions was rationalised if there was no income being made from them.

The Assistant Director for Finance and Deputy Section 151 Officer highlighted the two pavilions were Dutton and King's Way. He advised he would seek further information from the Property Services team but advised there was legal requirement for maintenance at these pavilions.

In response to Councillor Rust and Councillor Jones, it was confirmed the Dutton Pavillion costs on Plumbing and heating were required to proactively to mitigate against the risk of legionella. He added the Pavillion was used at weekends and there was an opportunity to increase its use, as part of the leisure and wellbeing strategy with a view to seeking external sports funding.

**RESOLVED:** The Committee considered the outturn for 2024/2025 and the monitoring position and projected outturn for 2025/2026 as detailed in the report.

### 36 **PARISH PARTNERSHIP SCHEME REMINDER**

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The Assistant Director for Health, Wellbeing and Public Protection reminded the Committee of the deadlines for the Parish Partnership and outlined the procedure for making a bid.

### 37 **COMMITTEE'S WORK PROGRAMME AND CABINET'S FORWARD DECISION LIST**

**RESOLVED:** The Committee's Work Programme and Forward Decision List was noted.

### 38 **DATE OF NEXT MEETING**

The next meeting was scheduled for the 13<sup>th</sup> November 2025 at 5:15pm in the Council Chamber, Town Hall.

**The meeting closed at 6.07 pm**