

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

ENVIRONMENT AND COMMUNITY PANEL

**Minutes from the Meeting of the Environment and Community Panel held on
Tuesday, 24th February, 2026 at 4.30 pm in the Council Chamber,
Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

PRESENT: Councillors Collop (Chair), Colwell, Devulapalli, Heneghan, Kemp,
Kunes (Vice Chair), Long, Moore, Sandell and Ware

PORTFOLIO HOLDERS:

Councillor Lintern – Portfolio Holder for Culture and Events

Councillor Ring – Deputy Leader and Portfolio Holder for Business

Councillor Rust – Portfolio Holder for People and Communities

OFFICERS:

Siobhan Cleeve – Assistant Director for Leisure and Culture

Amy Rooke – Customer and Digital Systems Manager

Tommy Goode – Head of Performance Development

Richard Cooper – Housing Services Manager

EC57: APOLOGIES FOR ABSENCE

There were no apologies for absence.

EC58: MINUTES

RESOLVED: The Minutes from the previous meeting were agreed as a correct record and signed by the Chair.

EC59: DECLARATIONS OF INTEREST

There were no declarations of interest.

EC60: URGENT BUSINESS

There was none.

EC61: MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

There was none.

EC62: CHAIR'S CORRESPONDENCE (IF ANY)

There was none.

EC63: **CABINET REPORT - HOUSING POLICIES: TEMPORARY ACCOMMODATION; PRIVATE RENTED SECTOR**

This item was moved to the first item on the agenda.

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

The Housing Services Manager presented the report on Housing Policies, Temporary Accommodation and Private Rented Sector as included in the agenda highlighting key areas.

The Chair, Councillor Collop thanked the Housing Services Manager for the report and invited questions and comments from the Panel as summarised below.

Councillor Kemp asked whether deposits were offered for private rented accommodation and whether more supportive landlords were being sought. The Housing Services Manager confirmed deposits were already provided to homeless households and would continue. He added that they worked with SHIPS to engage landlords and carried out checks with Housing Standards to ensure good standards.

In response to questions from Councillor Long, the Housing Services Manager explained that the Private Rented Sector Discharge Policy prioritised households for whom social housing was not an option or who were furthest from receiving it. He expected a small increase of around 5–10 households per year.

In response to a question from Councillor Devulapalli, the Housing Services Manager stated he could not discuss Housing Companies in the meeting but would provide feedback afterwards. Councillor Long reminded Members that Housing Company business could not be discussed publicly and that a recording of the briefing to all Members was available to review.

Councillor Sandell asked whether the policy would help families stay together. The Housing Services Manager confirmed it would, as the private rented sector offered more options.

In response to questions and comments from Councillor Colwell, the Housing Services Manager explained that officers would continue to carry out suitability assessments to ensure people could still access support services. The Housing Services Manager added that they were working with Housing Standards on the implications of the renter's rights bill and were in discussions with landlords.

The Portfolio Holder for People and Communities, Councillor Rust commented that only small numbers would move into the private rented sector and only those not eligible for social housing. She

highlighted the Council's strong reputation for homelessness policies and thanked the Housing Services Manager for the report.

RESOLVED: The Environment and Community Panel supported the following recommendation to Cabinet:

The Panel resolves:

To endorse the Temporary Accommodation Policy and Private Rented Sector policies, to be presented to Cabinet 3rd March 2026.

EC64: **ALIVE LEISURE UPDATE**

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

The Assistant Director for Leisure and Culture, the Customer & Digital Systems Manager and the Head of Performance Development presented an update which detailed Alive Leisure's activities, performance and developments.

The Chair, Councillor Collop thanked officers for the presentation and invited questions and comments from the Panel as summarised below.

Councillor Colwell asked about concession card discounts and auto-enrolment. The Head of Performance Development explained that tax rules prevented discounts at other Alive facilities, but auto-enrolment could be considered. The Head of Performance Development reported that Sport England-funded concession cards were being tested in North Lynn and that adult concession cards were free to improve accessibility.

Councillor Kemp asked about support for people with ADHD, autism and Parkinson's. The Assistant Director for Leisure and Culture said they were working to make environments more inclusive and were progressing work on Parkinson's support, with potential funding available.

In response to a question from Councillor Ware, the Head of Performance Development confirmed the Borough had delivered exercise referral programmes for over 20 years and that all GPs and health professionals could refer patients through the Active Now system.

Councillor Heneghan asked about accessibility and promotion of classes. The Head of Performance Development reported they offered 26 programmes across 18 locations, with community programme attendance up nearly 30% on the previous year. The Head of Performance Development added that residents unable to travel could receive one-to-one home visits or attend community centres free of charge.

In response to questions from Councillor Devulapalli, the Assistant Director for Leisure and Culture confirmed they had capacity to take on more people and held detailed demographic data, some of which was sensitive but could be shared outside the meeting. The Assistant Director for Leisure and Culture also confirmed they had a full list of referring GPs.

The Vice Chair, Councillor Kunes queried the data period. The Head of Performance Development clarified the presentation covered April 2025 to date, with attendance in line with the previous year but memberships slightly down.

Councillor Rust praised the quality of the facilities and services that Lynnsport offered.

The Chair, Councillor Collop asked about afternoon fitness classes and staffing shortages. The Assistant Director for Leisure and Culture confirmed afternoon classes were offered but these were less popular, leading to rationalisation. The Assistant Director for Leisure and Culture confirmed there was no shortage of instructors.

Councillor Rust left the meeting.

The Chair, Councillor Collop raised concerns about communication. The Assistant Director for Leisure and Culture agreed to pass on the feedback and improve the app to support better communication.

In response to questions from Councillor Long, the Head of Performance Development confirmed the agenda figures were from last year's impact report, while the presentation used 2025/2026 data. The Assistant Director for Leisure and Culture added that they remained below national benchmarks and had room for growth.

Councillor Colwell asked about the success of creating communities events. The Head of Performance Development reported strong engagement, particularly in South Lynn, and said expansion would depend on funding and resources. Councillor Colwell encouraged Members to support this work, especially ahead of Local Government Reorganisation.

The Deputy Leader and Portfolio Holder for Business, Councillor Ring, reported work had begun on exploring a Borough card to widen opportunities and discounts. Councillor Ring also highlighted ambitions to expand work with the Queen Elizabeth Hospital on rehabilitation, despite challenges in securing grant funding. Councillor Ring welcomed suggestions for new activities and commended officers for their work.

Councillor Moore praised the quality of Alive's facilities.

Public attendees raised concerns about class availability for older adults and communication about changes. The Assistant Director for Leisure and Culture confirmed their feedback would be taken forward. The Deputy Leader and Portfolio Holder for Business, Councillor Ring suggested a dedicated meeting with officers to discuss solutions.

Councillor Long proposed that the Panel receive a progress update in six months, which was unanimously agreed.

Councillor Heneghan thanked the public attendees for their contributions.

Councillor Lintern left the meeting.

EC65: **REPORT FROM THE CEMETERY PROVISION INFORMAL WORKING GROUP**

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

The Democratic Services Officer presented the report as set out in the agenda.

Councillor Heneghan welcomed the outcome and congratulated Councillors Kunes and Collop for their long-term work on the issue.

Councillor Colwell reported positive feedback from Andrew Thornalley Funeral Directors and hoped the proposals would reassure residents. Councillor Colwell fully supported the recommendations.

Councillor Long noted a spelling error in the report and asked that it be corrected in the minutes.

Councillor Kemp, a member of the Informal Working Group, commented that the outcome was very good.

In response to Councillor Heneghan, it was confirmed that the Informal Working Group would continue meeting to identify longer-term burial sites.

The Vice Chair, Councillor Kunes, highlighted the value of Informal Working Groups and described the work as a moral obligation.

The Deputy Leader and Portfolio Holder for Business, Councillor Ring, echoed the importance of the Working Group and praised crematorium officers for developing a solution. Councillor Ring reported a strong working relationship with the Environment Agency, which had enabled progress on the Gayton Road Cemetery grass pathway. Councillor Ring added that discussions with landowners might provide further alternatives and that the recommendations allowed more time to explore these options.

RESOLVED: The Environment and Community Panel supported the following recommendations to Cabinet:

1. For officers to formally convert grass pathway located in Gayton Road Cemetery into allocated graves spaces which can be utilised for future burials. This additional capacity would allow the Gayton Road Cemetery to remain open for an additional two to three years.
2. Further exploration to identify suitable sites that will provide longer term burial solutions within the King's Lynn area, this should include, but not limited to, revisiting the allotment area initially planned for an extension to Gayton Road Cemetery, and the Old Nursery site adjacent to Gayton Road Cemetery.

EC66: **WORK PROGRAMME AND FORWARD DECISIONS LIST**

Members of the Panel were reminded that if they had any items which they would like to be considered for addition to the Work Programme to complete the appropriate form.

Councillor Colwell requested for an update on the Hunstanton Sea Defences.

RESOLVED: The Panel's Work Programme and the Forward Decisions List was noted.

EC67: **DATE OF THE NEXT MEETING**

The next meeting of the Environment and Community Panel was scheduled to take place on 14th April 2026 at 4.30pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn.

The meeting closed at 6.14 pm