

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

ELECTORAL ARRANGEMENTS COMMITTEE

Minutes from the Meeting of the Electoral Arrangements Committee held on Thursday, 8th January, 2026 at 4.30 pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillors Everett (Vice Chair in the Chair), Blunt, Crofts, Dickinson and Ring.

PRESENT UNDER STANDING ORDER 34 (remotely on Teams): Councillors Beales, Kemp, Lintern and Parish.

OFFICERS:

James Arrandale – Deputy Returning Officer
Charlotte Marriott – Corporate Governance Manager
Andrew Barrett – Electoral Services Manager

BY INVITATION:

Clive Joynes – Association of Electoral Administrators

1 APOLOGIES FOR ABSENCE

There was none.

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None.

2 MINUTES FROM THE PREVIOUS MEETING

RESOLVED: The minutes from the previous meeting were agreed by the Committee.

3 DECLARATIONS OF INTEREST

None.

4 MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

Councillors Beales, Kemp, Lintern and Parish were present under Standing Order 34 remotely.

5 DECISION ON WHETHER TO PROCEED WITH A COMMUNITY GOVERNANCE REVIEW (CGR) FOR THE UNPARISHED AREA OF KING'S LYNN

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

The Corporate Governance Manager presented and outlined the process which would be followed and the draft Terms of Reference for a CGR for the unparished area of King's Lynn.

The Chair thanked the Corporate Governance Manager for the report and invited questions and comments from the Committee, as summarised below.

In response to questions, the Corporate Governance Manager explained that the scope of the two consultations was to be determined and could be as wide as required.

In response to a question from Councillor Crofts, it was confirmed that the map included in the draft Terms of Reference included all of the unparished area. Councillor Crofts questioned whether the southern extent of the unparished area should be included and it was noted that this would need to be a separate specific question within the CGR process.

Councillor Beales commented that the first round of consultation should focus on if residents wanted a town council or not, with the detailed consultation to follow. Those being consulted would also need information provided to them on the impacts, such as introduction of a precept along with the positives and negatives.

It was confirmed that it was within the Council's gift to determine who should be involved in the consultation and what the consultation documentation would look like.

It was also noted that should a Town Council be established a further Community Governance Review could be conducted further down the line.

Councillor Kemp reiterated comments made by Councillor Beales in that the first consultation should be to ask if this was wanted and information needed to be honest about the financial implications and include detail of the historic boundaries and functions of the town.

The Committee discussed what King's Lynn Town Councillors' thoughts were on the establishment of a Town Council. Councillor Beales commented that it should be for the residents to decide. It was also noted that once a Community Governance Review was entered into the County Council would have to be notified of the process.

The Committee were informed that a Communications Plan was being drafted, and a range of information would be included for residents to consider including the civic role, history of the Borough and all

implications. The Communications Plan would also set out efforts to engage and reach residents and consider accessibility issues.

Councillor Crofts commented that it was important that the Civic Tradition and history of the Borough was not lost.

Councillor Blunt highlighted the wider resident impact on the establishment of a town council and felt that all residents of the Borough should be involved in the process.

Councillor Ring agreed that the way forward should be guided by the Community in the first round of consultation, but it was important that the Council had consideration for the Borough Assets that belonged to the town and needed to be protected and recognition of the democratic deficit that there would be if there was not a Town Council.

RECOMMENDED:

1. The Electoral Arrangements Committee endorse the undertaking of a Community Governance Review for the unparished area of King's Lynn, pending Full Council decision.
2. The Electoral Arrangements Committee review and agree the draft Terms of Reference for the Community Governance Review, pending Full Council approval to commence the CGR.

6

WORK PROGRAMME

The Committee's Work Programme was noted.

7

DATE OF THE NEXT MEETING

The next meeting was scheduled to take place on Thursday 12th March 2026 at 4.00pm in the Council Chamber, Town Hall.

The meeting closed at 5.18 pm