

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

HOMELESSNESS & HOUSING DELIVERY TASK GROUP

Minutes from the Meeting of the Homelessness & Housing Delivery Task Group held on Tuesday, 21st October, 2025 at 3.30 pm in the Meeting Room 1-3 - First Floor, King's Court, Chapel Street, King's Lynn PE30 1EX

PRESENT: Councillor S Sandell (Chair), A Bubb, S Collop, A Kemp, J Rust (Portfolio Holder) and J Ratcliffe

OFFICERS PRESENT:

Nikki Patton - Housing Services Manager
 Andy King - Senior Housing Manager
 Curtis Bailey – Housing Strategy Delivery Officer
 Richard Cooper – Housing Needs Manager

MEMBERS PRESENT UNDER STANDING ORDER 34:

Councillor J Fry on Teams.

24 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Spikings.

25 **NOTES FROM PREVIOUS MEETING**

The notes from the previous meeting held on 5th February 2025 were agreed as a correct record.

26 **MATTERS ARISING**

There were no matters arising.

27 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

28 **URGENT BUSINESS**

There was no urgent business.

29 **MEMBERS ATTENDING UNDER STANDING ORDER 34**

Councillor Fry was present under Standing Order 34 on Teams.

30 **CHAIR'S CORRESPONDENCE**

There was none.

31 **HOUSING NEEDS SERVICE - SUMMARY OF CURRENT TRENDS**

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

The Housing Strategy Delivery Officer presented the item.

The Chair invited question and comments from the Task Group.

The Chair, Councillor Sandell asked if seven people rough sleeping was just in King's Lynn or the whole Borough.

The Housing Needs Manager confirmed this was within the whole Borough and explained the difficulties with identifying and helping people rough sleeping in rural areas.

In response to a question from Councillor Kemp, the Housing Needs Manager explained the role of the outreach team and encouraged people to use the Streetlink service which could be found on the council's website to report rough sleepers.

32 **HOMELESSNESS AND ROUGH SLEEPING STRATEGY - SUMMARY OF PROGRESS**

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

The Senior Housing Manager presented the item.

The Chair invited question and comments from the Task Group.

Councillor Kemp sought assurance that Care Leavers were prioritised under the social housing allocations policy.

The Housing Needs Manager explained the changes in legislation allowed all Care Leavers to approach any local authority. He advised the Task Group, the Council's policy was that certain care leavers are allocated a High Band, and a Housing Options Officer was allocated to assist with moving on.

Councillor Radcliffe referred to the Castle in Downham Market which was a good quality development and commented she hoped this was an incentive to maintain the quality of housing and encouraged residents to move on.

The Senior Housing Manager thanked Members and local residents for their contribution and highlighted key partnerships with the Borough Council, the Purfleet Trust and the private sector.

In response to a question from Councillor Collop on the development on Reid Way, the Housing Services Manager explained there was financial challenges as the scheme did not fit for grant funding. She confirmed Broadland Housing Association would deliver the scheme but was unable to confirm the date of delivery.

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PRIORITIES FOR NEXT SIX MONTHS

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The Senior Housing Manager presented the item.

The Chair invited questions and comments from the Task Group.

In response to Chair, Councillor Sandell, the Senior Housing Manager explained, Almhouses were excluded from the forthcoming Private Rented Sector policy. He explained that some principles of good landlord/tenant practice were shared however there were different laws relating to ending tenancies.

The Chair, Councillor Sandell questioned if further communications and information pack could be cascaded to Members to make them more knowledgeable and in the best position to help residents.

The Senior Housing Manager explained user friendly guidance was being developed for Members and customers along with developing a Homelessness Champion function.

Councillor Radcliffe echoed the comments for further information needed for Members.

Councillor Rust highlighted all the work the housing team carried out and commented Members were not aware of the extent of the work.

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DATE OF NEXT MEETING

The date of the next meeting was to be scheduled in due course.

The meeting closed at 4.07 pm