

Borough Council of
**King's Lynn &
West Norfolk**



King's Lynn Area Committee

Agenda

Thursday, 18th June, 2026
at 6.00 pm

in the

**Council Chamber, Town Hall, Saturday
Market Place, King's Lynn and [available to
view on WestNorfolkBC on YouTube.](#)**



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
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**KING'S LYNN AREA
COMMITTEE AGENDA**

DATE: KING'S LYNN AREA COMMITTEE - THURSDAY,
18TH JUNE, 2026

VENUE: COUNCIL CHAMBER, TOWN HALL, SATURDAY
MARKET PLACE, KING'S LYNN PE30 5DQ

TIME: 5.15 pm

1. APPOINTMENT OF CHAIR FOR THE MUNICIPAL YEAR 2026/2027

To appoint a Chair for the Municipal Year 2026/2027

2. APPOINTMENT OF VICE - CHAIR FOR THE MUNICIPAL YEAR 2026/2027

To appoint a Vice-Chair for the Municipal Year 2026/2027

3. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

4. MINUTES OF PREVIOUS MEETING (Pages 6 - 10)

To confirm as a correct record the minutes of the previous meeting.

5. DECLARATIONS OF INTEREST (Page 11)

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.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area.

6. URGENT BUSINESS

To consider any business which, by reason of special circumstances, the Chairman proposes to accept as urgent under Section 100(b)(4)(b) of the Local Government Act, 1972.

7. MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman.

8. CHAIR'S CORRESPONDENCE (IF ANY)

9. KING'S LYNN UNPARISHED AREA - COMMUNITY GOVERNANCE REVIEW CONSULTATION RESULTS (Pages 12 - 37)

10. BID BUSINESS PLANS AND PROPOSALS (Pages 38 - 44)

11. MEMBERSHIP OF KLAC'S SUBGROUPS AND INFORMAL WORKING GROUP (Pages 45 - 47)

12. COMMITTEE'S WORK PROGRAMME AND CABINET'S FORWARD DECISION LIST (Pages 48 - 57)

The Committee is asked to consider items for a future Work Programme for

The Committee is also asked to consider the Cabinet's Forward Decision List.

13. DATE OF NEXT MEETING

The next meeting of the Committee is to be held on the **17th September 2026** at **5:15pm** in the **Council Chamber, Town Hall, Saturday Market Place**

To: Members of the King's Lynn Area Committee

Councillors F Bone, S Collop, R Colwell, S Everett, J Fry, D Heneghan, B Jones, C Joyce, A Kemp, J Lowe, A Moore, J Rust, D Sayers and A Ware

For Further information, please contact:

democratic.services@west-norfolk.gov.uk
Borough Council of King's Lynn & West Norfolk
King's Court, Chapel Street
King's Lynn PE30 1EX

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, 19th March, 2026 at 5.15 pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillors S Everett (Chair), F Bone, S Collop, J Fry, D Heneghan, B Jones, C Joyce, A Kemp, A Moore, J Rust, D Sayers and A Ware

MEMBERS PRESENT UNDER STANDING 34 ON TEAMS: Councillors Fry, Kemp and Moore

OFFICERS PRESENT:

Mark Whitmore - Assistant Director for Health, Wellbeing and Public Protection
Jemma Curtis - Regeneration Programmes Manager
Connor Smalls - Regeneration Programmes Officer

EXTERNAL ATTENDEE: Vicky Etheridge – Chair of King's Lynn Neighbourhood Board

60 **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Colwell.

61 **MINUTES OF PREVIOUS MEETING**

RESOLVED: The minutes from the previous meeting held on the 15th January 2026 were agreed as a correct record.

62 **DECLARATIONS OF INTEREST**

There was none.

63 **URGENT BUSINESS**

There was no urgent business.

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

Councillors Fry, Kemp and Moore were present under Standing Order 34 on Teams.

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

There was none.

PRIDE IN PLACE PROGRAMME

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

The Regeneration Programmes Manager gave a presentation on the Pride in Place Programme as included in the agenda. The presentation detailed recent government guidance changes, the shift towards a community-led delivery model, and the focus on capacity building in priority neighbourhoods.

The Chair thanked the Regeneration Programmes Manager for the presentation and invited questions and comments from the Committee.

Under Standing Order 34, Councillor Kemp highlighted ongoing initiatives in South Lynn and stressed the importance of sharing best practices and communication across neighbourhoods. The Regeneration Programmes Manager responded that the community capacity building leads, primarily local churches, will facilitate networks and events to promote collaboration and learning among different areas.

Councillor Heneghan queried the potential for the Neighbourhood Board to veto proposals and the possibility of parallel structures for different funding streams. The Chair of the Neighbourhood Board, Vicky Etheridge commented that while the board technically could veto, there was strong support for the community-led approach, and the board's structure was expected to evolve organically as capacity building progresses.

Councillor Bone raised concerns about ensuring all communities, including those not affiliated with churches, feel included. The Regeneration Programmes Manager and the Chair of the Neighbourhood Board, Vicky Etheridge clarified that the approach is not faith-based but leverages the churches' community roles and interfaith connections, and that the lead organisations are expected to work inclusively with all local groups.

Councillor Rust commented further opportunities with involvement of other organisations, such as Freebridge Community Housing and King's Lynn Town Football Club. The Chair of the Neighbourhood Board, Vicky Etheridge agreed there was need for further engagement activities to identify and involve additional community leads where churches are less prominent.

In response to a question from the Chair, Councillor Everett, the Regeneration Programmes Manager outlined that 'churches together' has been identified as the natural lead due to their established community work, and that the proposal was being developed in

consultation with other local groups to ensure broad support and compliance with procurement rules.

67 **KING'S LYNN MASTERPLAN**

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

The Regeneration Programmes Officer presented an update on the Kings Lynn Master Plan to the committee, as included in the agenda, detailing the strategic vision, consultation outcomes, key themes, and next steps, with councillors raising questions about site selection, public engagement, and inclusivity.

Councillor Kemp questioned plans for the land north of Wisbech Road and Hardings Way. The Regeneration Programmes Manager explained it was a brownfield site which therefore had challenges however noted the area was underutilised.

In response to a question from Councillor Heneghan about the former Post Office site, the Regeneration Programmes Manager explained that sites with existing plans or consents are included in the overall master plan, while the six focus sites required further analysis. The plan aims to balance green space, housing, and other needs across the town.

The Chair, Councillor Everett along with Councillor Heneghan, Bone, Ware and Moore under Standing Order 34, expressed concerns about consultation fatigue, low response rates, and the need for more transparent and accessible engagement, especially for digitally excluded and older residents. The Regeneration Programmes Manager and Officer acknowledged these challenges and outlined plans for simpler, more inclusive consultation formats and targeted outreach, including paper copies and events and workshops in high-footfall locations.

Councillor Ware questions if there had been engagement with private land owners. The Regeneration Programmes Manager explained there had been engagement with private landowners regarding opportunity sites, with generally positive responses so far. If landowner cooperation becomes an issue, sites may be removed from the plan to ensure deliverability. The master plan will be embedded in the next local plan, and ongoing engagement with statutory bodies and the community will continue.

Councillor Ware commented on engaging with elderly residents that do not use technology. The Regeneration Programmes Officer confirmed paper copies of the consultations were available. Councillor Ware and Rust discussed the lack of benches within the area and commented this would be simple improvements within the Masterplan. Councillor

Sayers highlighted to Members a service provided by Norfolk County Council to support residents with using technology.

In response to a question from Councillor Joyce, the Regeneration Programmes Officer confirmed the presentation did not include the percentages of consultation responses which answered not sure.

Councillor Bone expressed his concerns that outside consultants had been used however residents views and knowledge of the town needed to be included. He added plans and schemes had been seen before such as the riverfront. He commented himself and Councillor Heneghan had restarted the ward forum. Councillor Heneghan added residents needed to start seeing delivery.

The Vice – Chair, Councillor Jones suggested using ‘Churches Together’ and the pizza project as a drop in session to engage young people in the consultation. The Chair, Councillor Everett question if the same delivery of the King’s Lynn Town consultation could be done for the Masterplan where each household was written too.

The Regeneration Programmes Manager commented on budget constraints with writing to each household as part of the consultation. Officers explained details and response from previous consultations held for previous schemes had been incorporated in the Masterplan. Public consultation included drop-in sessions, online surveys, and engagement with statutory bodies and local stakeholders. While only 35 formal survey responses were received, additional feedback was gathered through workshops and correspondence.

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COMMITTEE'S WORK PROGRAMME AND CABINET'S FORWARD DECISION LIST

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

Councillor Heneghan requested that cycling safety be scheduled for the September meeting, and suggested involving the local bicycle users group in discussions about cycle parking.

Councillor Heneghan on behalf of Councillor Ware, requested a review of public seating and benches in King's Lynn, with the aim of identifying gaps and reinstating removed benches.

The Assistant Director for Health, Wellbeing and Public Protection and Councillor Rust updated the Committee on the Health and Wellbeing Partnership's new subgroup focused on ageing well. The Assistant Director for Health, Wellbeing and Public Protection he added the subgroup was to address issues such as public seating and broader strategies to support the ageing population in West Norfolk, aligning with Marmot work and the Centre for Ageing Well accreditation.

RESOLVED: The Committee noted the Work Programme and Cabinet Forward Decision List.

69 **DATE OF NEXT MEETING**

The next meeting was scheduled for the 18th June 2026.

70 **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED: That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

71 **ANY OTHER BUSINESS**

The Regeneration Programmes Manager and the Assistant Director for Health, Wellbeing and Public Protection briefed the Committee on the proposal for the South Lynn Community Centre.

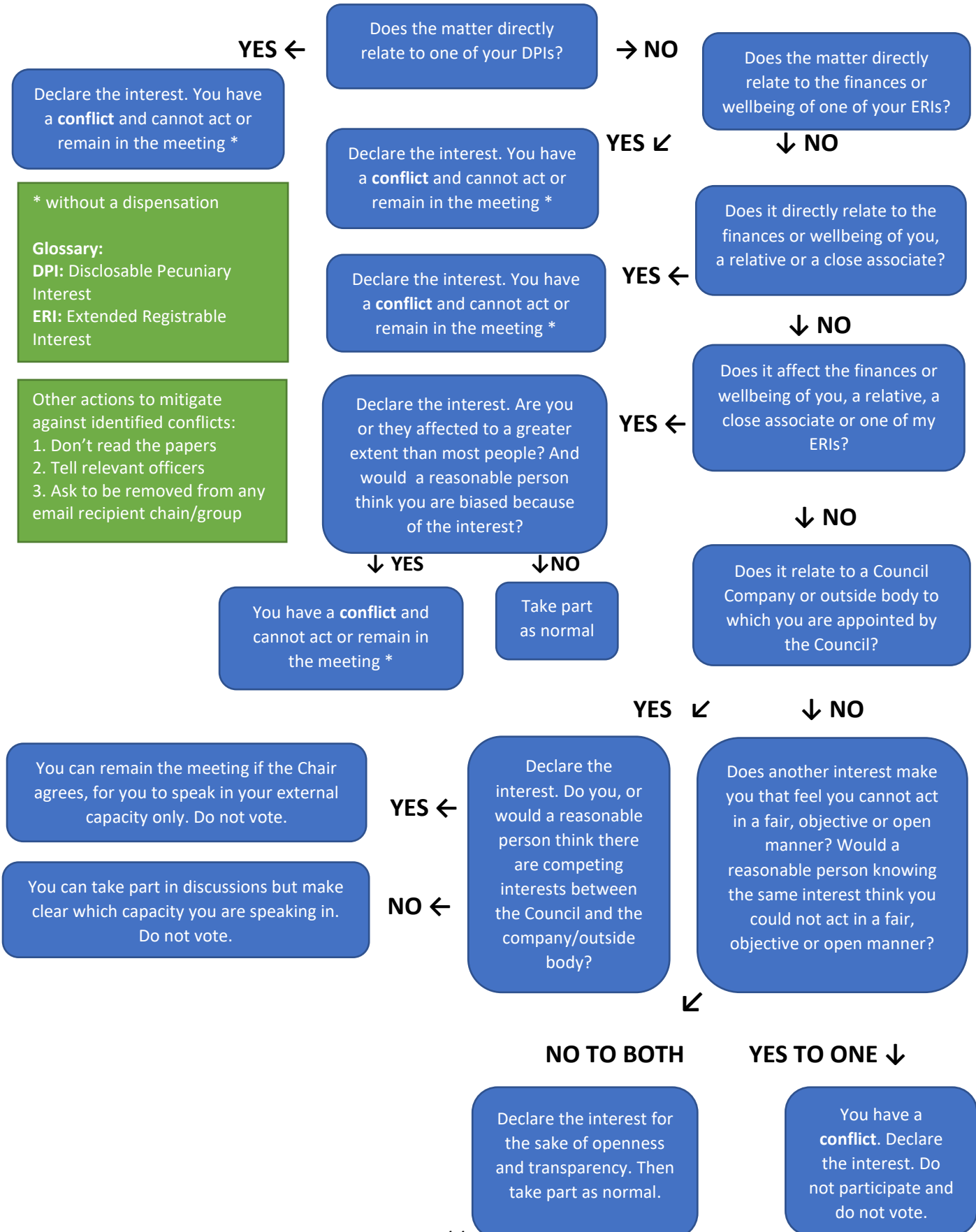
Members of the Committee asked questions, in which Officers responded.

The meeting closed at 7.07 pm

DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART



START



Declare the interest. You have a **conflict** and cannot act or remain in the meeting *

* without a dispensation
Glossary:
DPI: Disclosable Pecuniary Interest
ERI: Extended Registrable Interest

Other actions to mitigate against identified conflicts:
1. Don't read the papers
2. Tell relevant officers
3. Ask to be removed from any email recipient chain/group

King's Lynn Unparished Area CGR – 1st 12 Consultation Results

Agenda Item 9

Charlotte Marriott
Scarlet Pettit

Borough Council of
King's Lynn &
West Norfolk



Background

January 2026 Full Council resolved to undertake the first consultation required as part of the CGR process - seeking residents' views on whether a parish council should be established.

Methodology

- Consultation ran from 9th February to 27th March 2026.
- Submissions were made the following ways:
 - Online and paper survey
 - Email CGR@West-Norfolk.gov.uk
 - Letter to the Corporate Governance Team
- 14 • CGR Letter and FAQ document distributed to <20k properties within the unparished area, with the following info:
 - What is this consultation about?
 - What services would the new Parish/Town council provide?
 - How much Council Tax would I pay?
 - Who decides whether or not to create new Parish/Town councils?



Survey Questions

- Question 1 – Which of the following best describes you?
 - I live in King's Lynn
 - I work in King's Lynn
 - I own a business in King's Lynn
 - Other

15

Question 2

- Which of the above is your preferred option?
 - **OPTION 1** – To create a Parish / Town Council
 - **OPTION 2** – Not to create a Parish / Town Council
 - Another option
 - Don't know / not sure

16



Question 3

- Would you like King's Lynn to maintain its Mayoral/civic heritage?
 - Yes
 - No
 - Don't know / not sure

17

Question 4

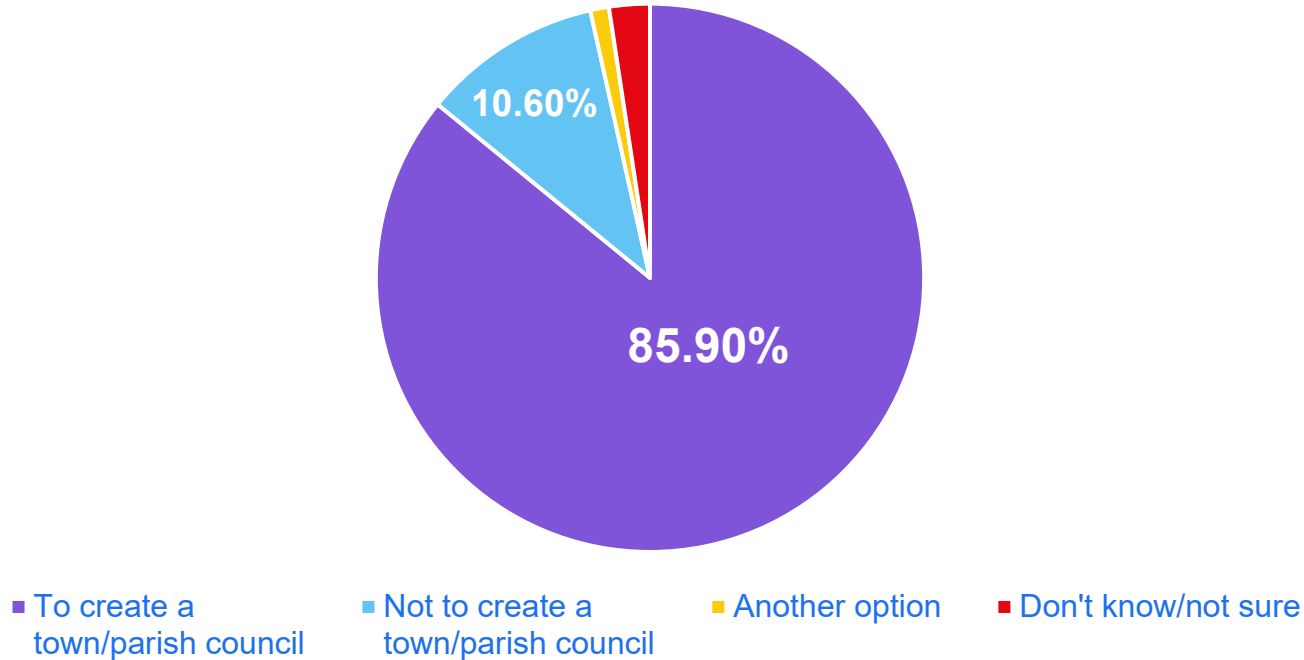
- Are you aware of any existing local community governance in the area (for example, community or neighbourhood forums, committees, resident associations etc.) which would serve the local community as an alternative to a Parish / Town Council?
 - Yes
 - No
 - Don't know / not sure

Participation Statistics

- Total number of submissions: **906**
 - Online survey submissions: 849
 - Paper survey submissions: 47
 - Written submissions: 5
 - Email submissions: 5
- Total number of respondents: **915**
(taking into account submissions made under joint names)

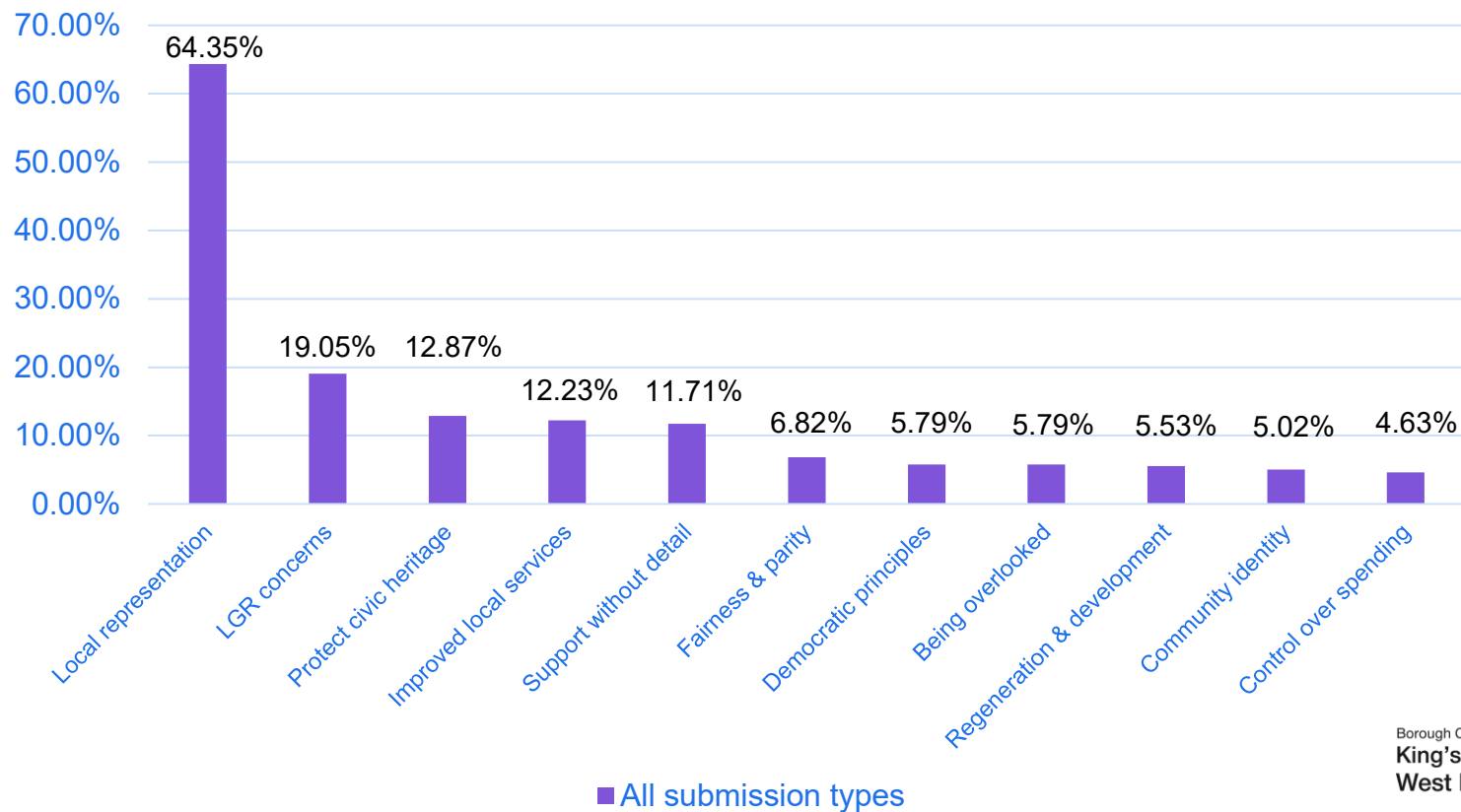
Summary Results – Town/Parish Council

20



Most Frequent Reasons – In Favour

21



Sentiments

Local representation & local voice

'We need decisions made locally'

'I've had enough of being governed by Norwich'

'Self-evident and long overdue that King's Lynn deserves dedicated and specific representation'

'Do not want local issues planned from a distance'

'Ensure that local voices are heard and not swept up in aggregate views'

'Opinions of everyone who lives in this area matters'

LGR concerns

'Avoid total dictatorship from one unitary authority'

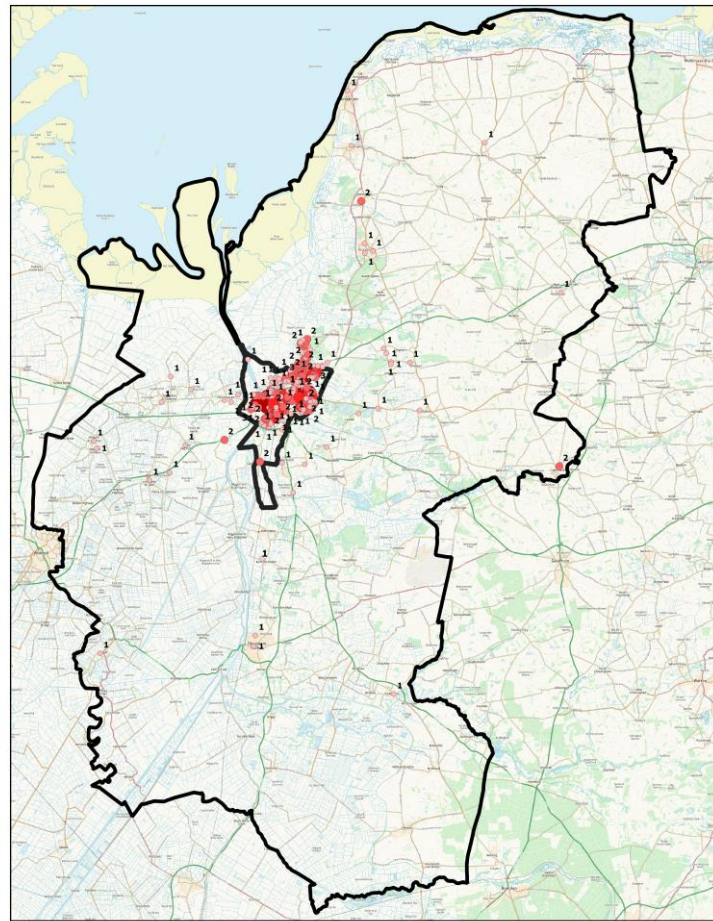
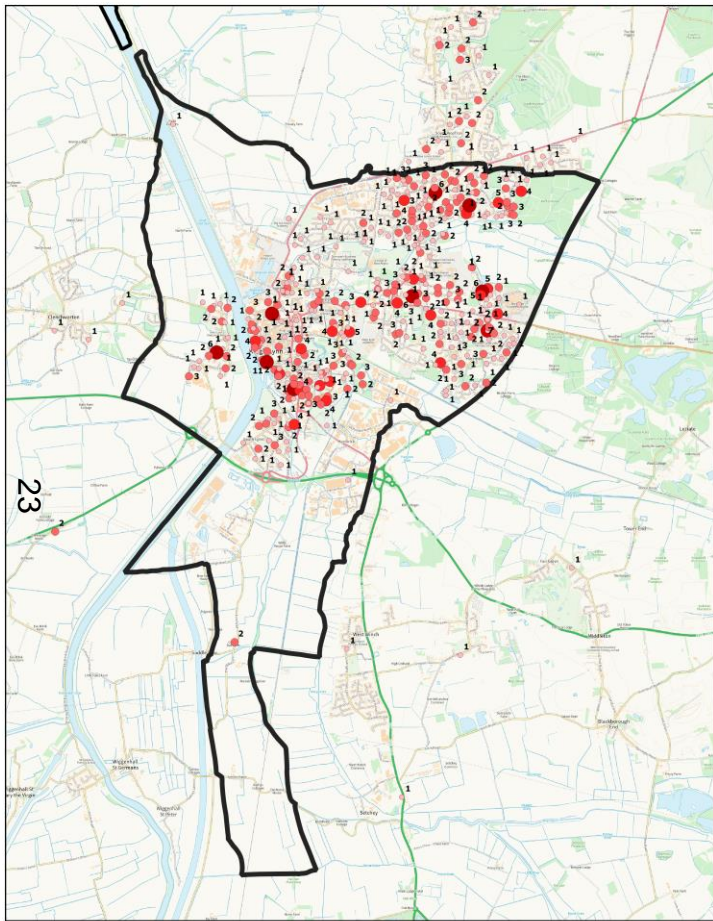
'Any kind of unitary authority would risk Lynn being sidelined'

'Retain as much independence as possible from any future unitary council'

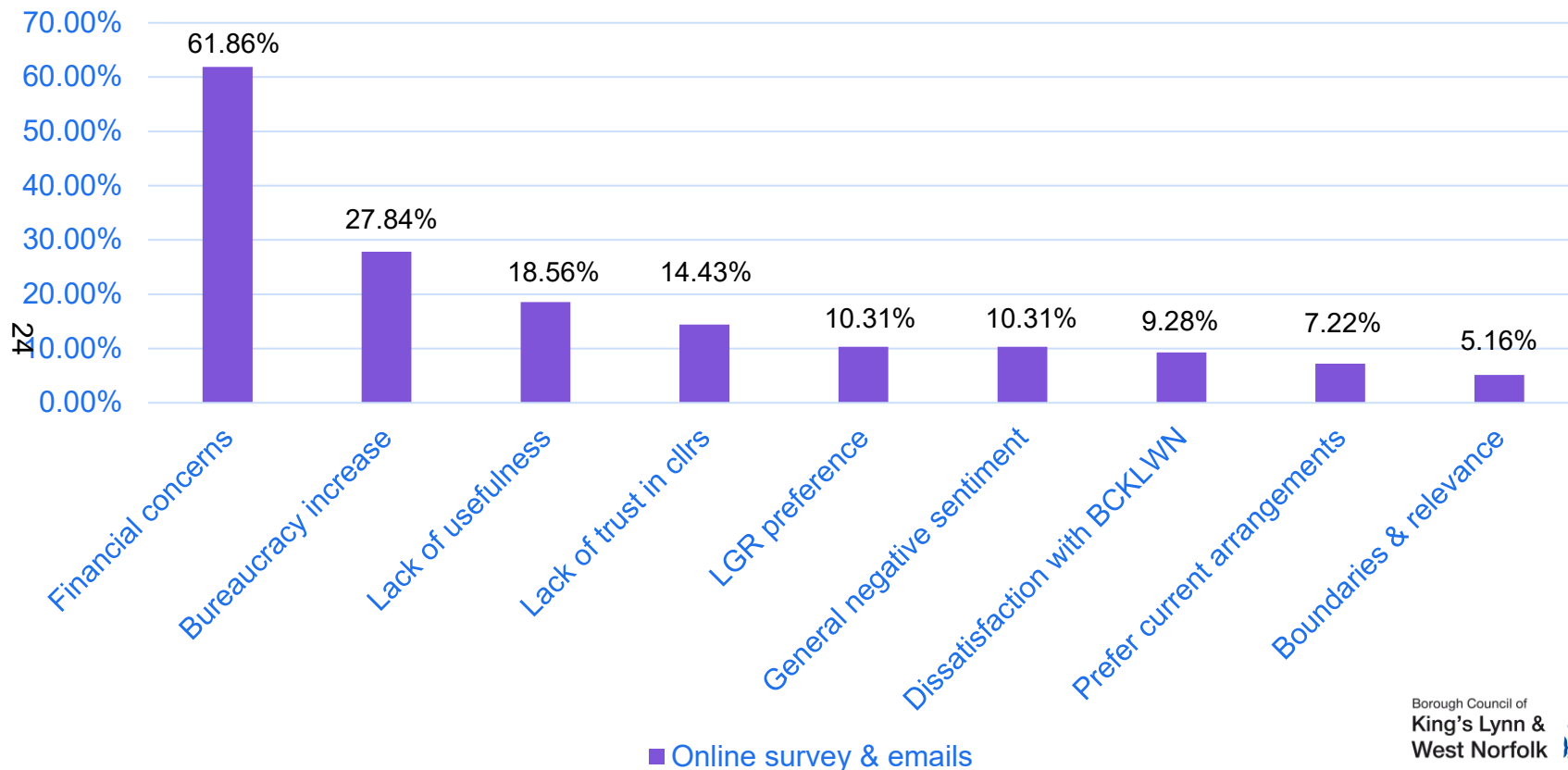
'Setting up a central council is not good for democracy or local decisions for King's Lynn'

'LGR will take away any voice we have'





Most Frequent Reasons – Not In Favour



Sentiments

Financial concerns

'Enough money is wasted'

'Council tax is already extortionate'

Costing us more to maintain the status quo'

'Draining money from our pockets for no value'

'People struggle with rates as they are'

'Charging more money when most of us are living in poverty as is'

Bureaucracy increase

'Another layer of people to pay for'

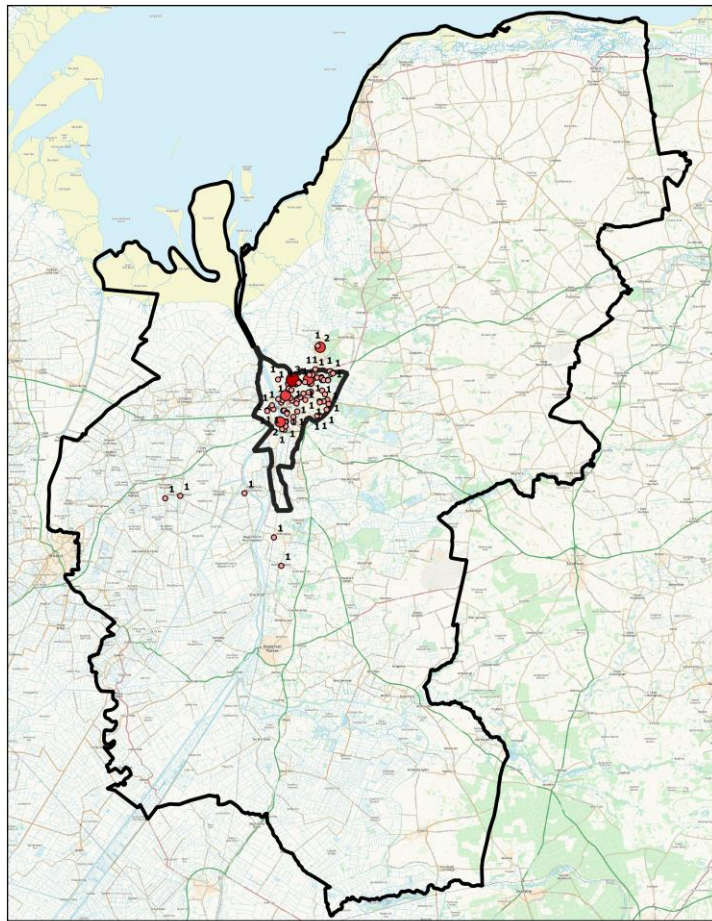
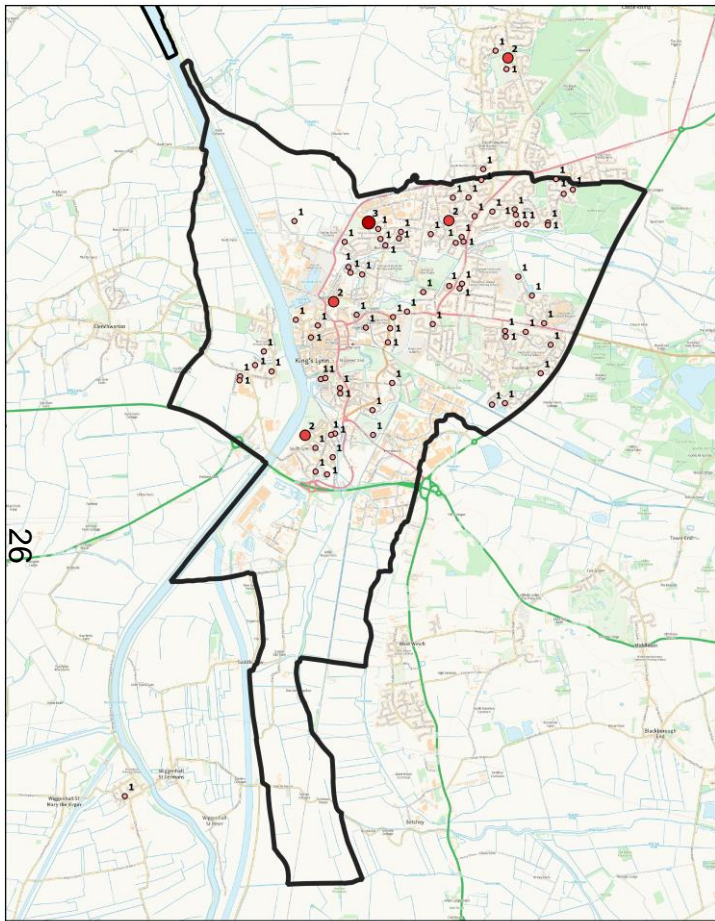
'Unnecessary extra level'

'Another layer of inefficiency'

'I vote for simplification!'

'More bureaucracy, more expense we need less politics not more'





Another Option

- Boundaries & identity
 - West Lynn as its own parish
 - Confine a town/parish council to natural borders of King's Lynn town
- Alternative strategic visions
 - Seek city status for King's Lynn
 - King's Lynn is too large for a town council

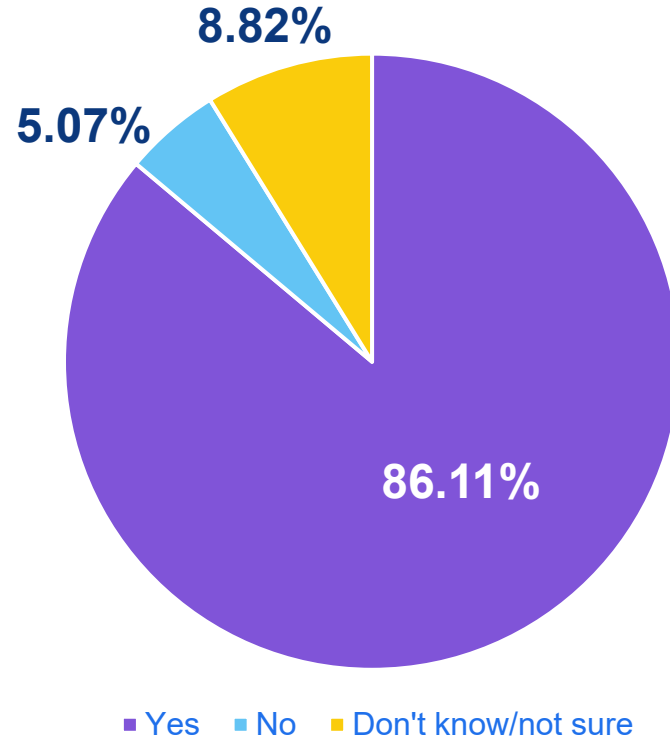
27



Don't know / not sure

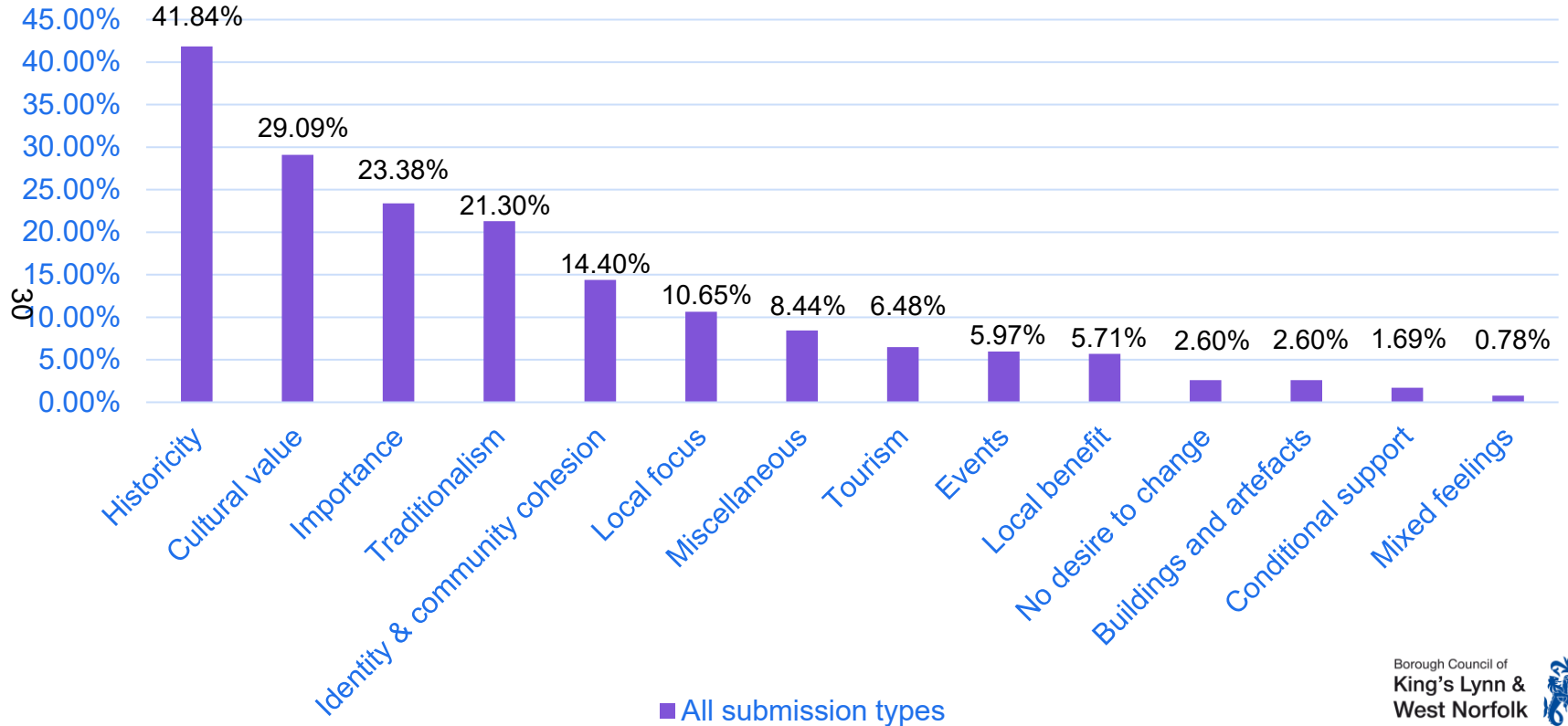
- Out of 20 responses:
 - 8 (40%) of respondents had financial concerns
 - 4 (20%) questioned the usefulness of a town/parish council
 - 3 (15%) said the consultation did not include enough information

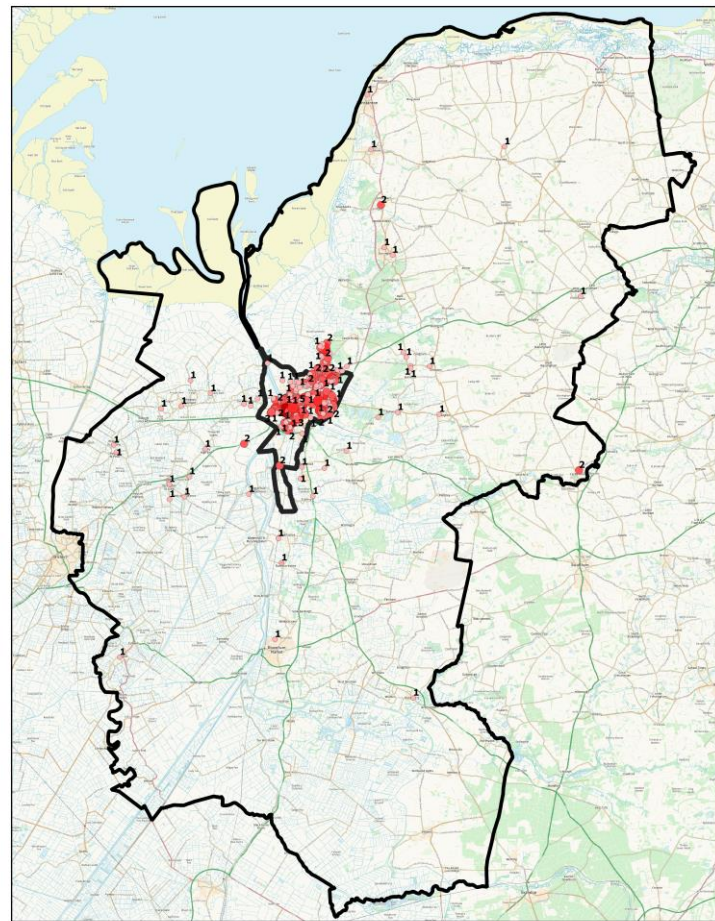
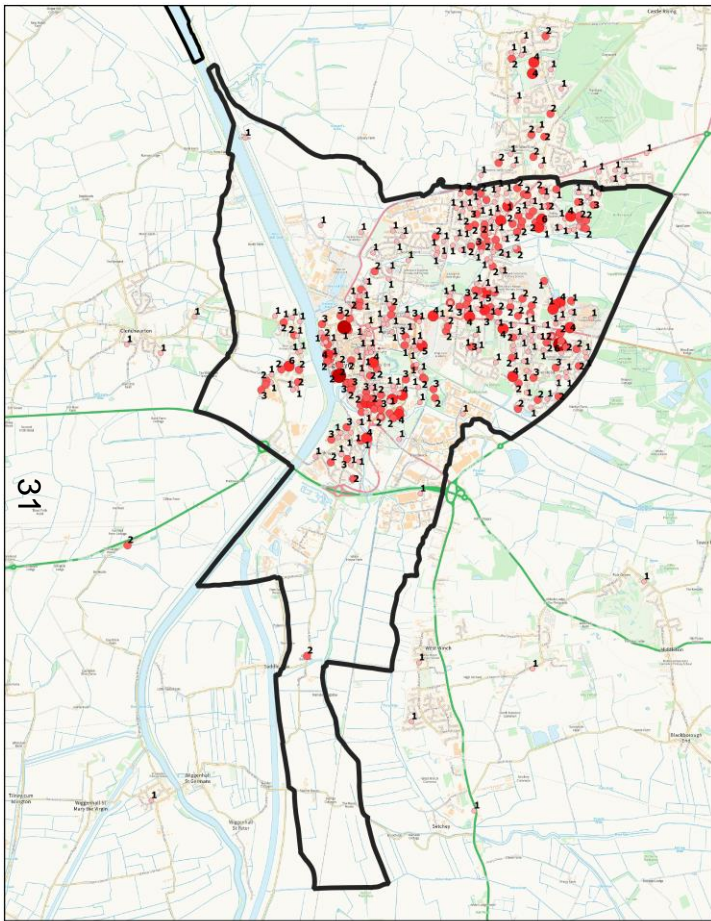
Summary Results – Mayoral/Civic Heritage



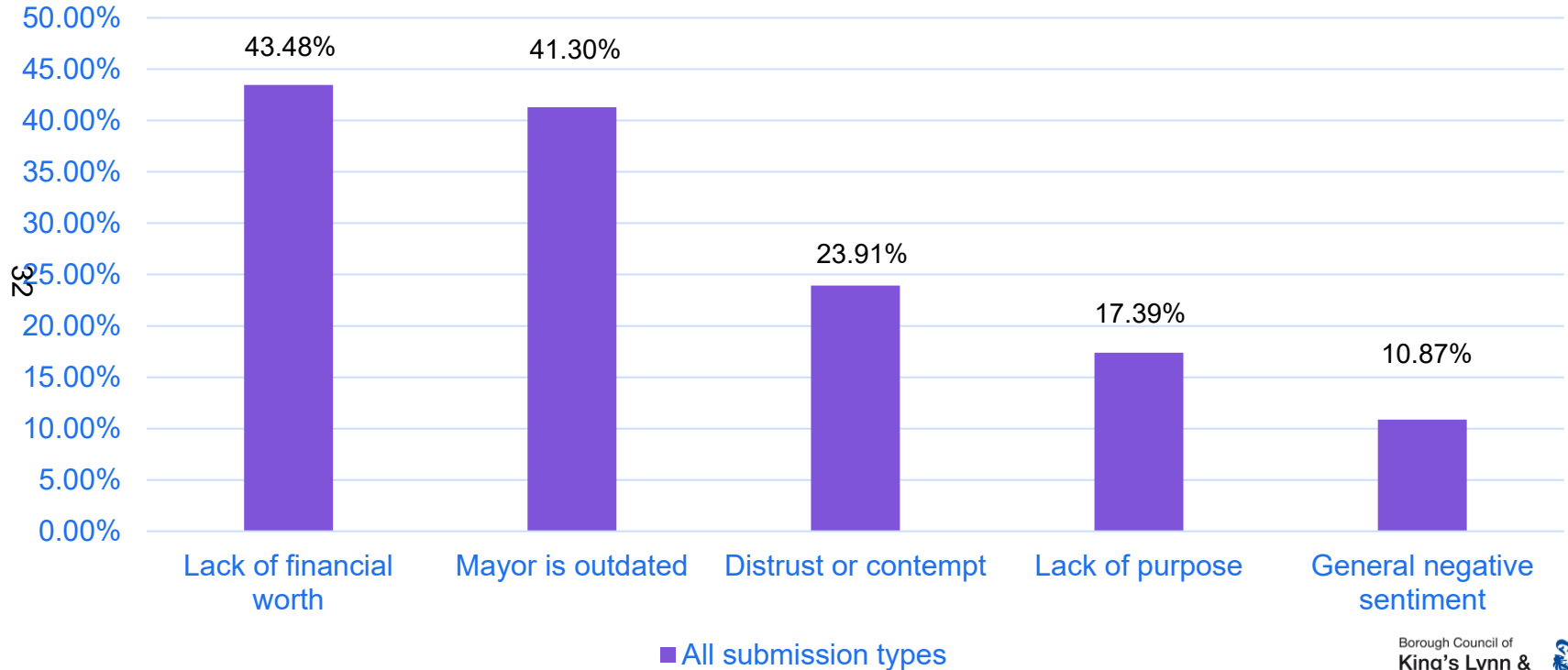
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Most Frequent Reasons – ‘Yes’





Most Frequent Reasons – ‘No’



Summary results – Alternatives to a Town/Parish Council

- Across submission types, **98** respondents had knowledge of alternatives – **10.83%**

Ward Forums

King's Lynn Town Ward Forum

St. Margret's Ward Forum

Community Associations

Reffley Community Association

Other

King's Lynn Civic Society

Social Media Groups

King's Lynn Area Committee



Timeframes

CGR	
23 March – 29 May 2026	Development of draft recommendations
29 June – 7 August 2026	Consultation 2
August/September 2026	Formulation of final recommendations
September/October 2026	Final recommendations and Reorganisation Order made
1 April 2027	Civil parish and parish council will come into existence
6 May 2027	Elections to new parish

34

SCO (and S24)

- Laid Autumn
- Made Jan 2027



Key Risks

- Timeframe – concurrent LGR legislation

35

- Resources

Charter Trustees can be established to preserve any historic property, privileges, rights and traditions

Provision made via
SCO

No power in respect of
functions or services

Interim arrangement



Next steps

- Electoral Arrangements Committee – Full Council
 - Options to consider
 - Progress the CGR – undertake the 2nd consultation
 - Charter Trustees
- Draft recommendations
- Cabinet Workshop
- KLAC briefing

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Questions/Comments

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Borough Council of
**King's Lynn &
West Norfolk**





discover
**KING'S
LYNN**

Discover King's Lynn / King's Lynn BID 2017-2032

About Business Improvement Districts

- Business-led organisation, operates in a defined area with a clear set of aims. Raises income via a levy on rateable premises within that area
- Operate for 5 year terms, ballot at the end of each term to continue
- Ballot is held by the Local Authority
- 2004 BID Regulations
- 1st BID est. in 2004 in Kingston-Upon-Thames
- 352 BIDs in the UK
 - 19 different types, most common is Town Centre BID
 - Av. size across UK – 450 hereditaments, annual levy income £500k
- Recent Governments supportive of BIDs – seen as important stakeholder in place shaping

About Discover King's Lynn, King's Lynn BID

- Est. 2017, 2nd term renewal 2021/22
- Now preparing for a ballot to have a 3rd term 2027-2032
- Currently have 667 hereditaments and annual levy worth £219,000
- Town Centre BID



About Discover King's Lynn, Our Area

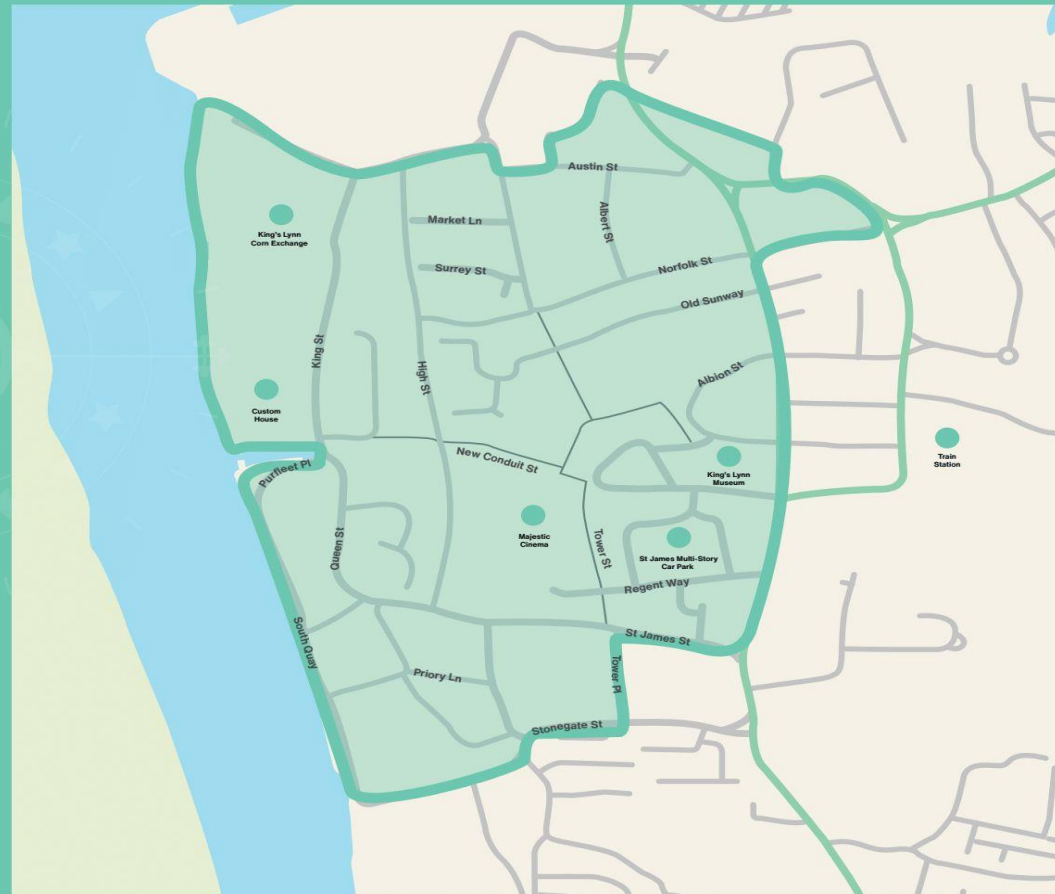
The BID area

The BID area covers the area shown opposite. This is viewed as the core business area of the town centre of King's Lynn. The BID boundaries will remain the same, as per 2017 - 2022.

The BID covers the following streets

- | | | |
|---------------------|-----------------------|----------------------|
| Albert Avenue | Market Lane | South Quay |
| Albert Street | Millfleet* | Stonegate Street |
| Albion Street | Nelson Street | St Dominic Square |
| Austin Street | New Conduit Street | St James Court |
| Baker Lane | Norfolk Street* | St James Road |
| Baxters Court | Old Market Street | St James Street |
| Baxters Plain | Old School Court | St Margarets Lane |
| Blackfriars Street | Oldsunway | St Margarets Place |
| Boal Quay | Paige Stair Lane* | St Nicholas Street |
| Boal Street | Paradise Lane | Surrey Street |
| Broad Street | Paradise Parade | Surrey Yard |
| Burtons Court | Paradise Place | Thoresby College |
| Chapel Street | Paradise Road | Tower Place* |
| Church Street | Paradise Street | Tower Street |
| Clough Lane | Priory Lane | Trenowath Place |
| College Lane | Purfleet Quay | Tuesday Market Place |
| Common Staithe Quay | Purfleet Street | Union Lane |
| Ferry Lane | Queen Street | Vancouver Centre |
| Ferry Street | Railway Road | Water Lane |
| Granary Court | Regent Place | White Lion Court |
| Hardings Way* | Regent Way | |
| High Street | Saturday Market Place | |
| King Staithe Lane | Sedgeford Lane | |
| King Street | South Clough Lane | |

*Only part of this Street is included



About Discover King's Lynn, Our Strengths

- Street Rangers, Shopwatch Radios & DISC – stock retrieval, information sharing, crime and ASB prevention, 1st aid
- Defibrillators & Stab kits
- COVID-19 business support
- Events – Monthly Markets, Christmas Market, Street Entertainment, Open Air Film Nights, Halloween & Easter events, Recollect, Cocktail Week, Taste of the Town
- Free or subsidised training for businesses – 1st aid, fire marshal, social media, marketing.
- The Place – pop up shop & multi-use venue
- Marketing incl the Discover KL App
- Invested time in place-shaping – influencing plans and strategies that support and promote a thriving Town Centre



About Discover King's Lynn, 2027-2032

- Championing King's Lynn
 - Marketing
 - Events
 - Celebrating our community – new events grant fund, awards ceremony
- Supporting Business, Strengthening Community
 - Training
 - Pop-ups / meanwhile use
 - Connecting business and VCSE
 - Meet ups
- King's Lynn, A Welcoming & Safe Place
 - Street Rangers, DISC, Shopwatch
- The Voice of the Town Centre & Town Centre Business
 - Continue to and increase role in place-shaping
 - Providing consistency and continuity - developing relationships with the new Council & Mayoral Authority
 - Holding new Authority to account
 - Developing relationship with Town Council?
 - Strengthening alliances with relevant partners such as Norfolk Chambers, FSB

Next Steps

- Further consultation with businesses, incl head offices
- R&D Panel – July
- Proposal and draft plan signed off by Cabinet – September
- Final plan approval by levy payers – 15 September
- Notification of ballot 1st October
- Ballot papers sent out 13 October
- Ballot closes 12 November 2026
- New term starts 1 April 2027



KING’S LYNN AREA COMMITTEE REPORT

REPORT TO:	King’s Lynn Area Committee		
DATE:	18 th June 2026		
TITLE:	Membership of KLAC’s Sub Groups and Informal Working Group for 2026/2027		
TYPE OF REPORT:	Operational		
REPORT AUTHOR:	Emma Briers, Democratic Services Officer		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	No

REPORT SUMMARY/COVER PAGE

<p>PURPOSE OF REPORT/SUMMARY:</p> <p>This report invites the King’s Lynn Area Committee to arrange for the appointment of Members to serve on the Groups which have been previously established by the Committee, for the Municipal Year 2026/2027.</p> <p>The Committee has established the following groups:</p> <ul style="list-style-type: none"> • KLAC Planning Sub-Group; and • Funding Priorities and Opportunities Informal Working Group • Special Expenses Informal Working Group • Play Areas Informal Working Group
<p>RECOMMENDATIONS:</p> <ol style="list-style-type: none"> 1. That the KLAC Planning Sub-Group continues to operate, and Membership of the Group be sought and confirmed by the Committee for the 2026/27 Municipal Year. 2. The Funding Priorities and Opportunities Informal Working Group be disbanded due to having not met and the creation of the KLAC Support Officer will now fulfil this responsibility on behalf of KLAC. 3. The Committee agree the Terms of Reference for the Special Expenses Informal Working Group as set out in Appendix 1 and Membership of the Group be sought for and confirmed by the Committee for 2026/2027. 4. The Play Areas Informal Working Group be disbanded as having not met recently.

For Information

KLAC Planning Sub Group – Councillor S Collop, B Jones and A Ware (minimum 3 members (the Committee should consider appointment of 2 Substitutes))

Funding Priorities and Opportunities Informal Working Group – all Members of KLAC.

Special Expenses Informal Working Group – determine membership of a 5 Member Working Group

Play Areas Informal Working Group – Councillors F Bone, R Colwell and J Rust.

Special Expenses Informal Working Group

1. Purpose

The Special Expenses Informal Working Group is established to receive analysis of estimated special expenses and committee insight on matters relating to special expenses within the unparished areas of King's Lynn. The Group's role is to support the King's Lynn Area Committee understanding and validation of approach in the estimation and determining of special expenses.

2. Objectives

- Examine actual and proposed special expenses charged to the King's Lynn Area Committee budget.
- Consider options for cost reduction, effective service provision, and community value.
- Report to the King's Lynn Area Committee to aid understanding of service costs and opportunities.

3. Membership

- Membership will consist of 5 elected members of the King's Lynn Area Committee.
- Officers will attend in a collaborative and advisory capacity as required.
- The Working Group may invite additional stakeholders or subject-matter experts to contribute to specific discussions.

4. Meetings

- Meetings will be convened as required, with permission of the Chair of the King's Lynn Area Committee or by agreement of Working Group members. Meetings will be held virtually, or hybrid.
- The Informal Working Group will meet up to 4 times during the municipal year.
- Notes of meetings will be recorded and shared with the Committee for transparency and oversight.

5. Reporting

- The Working Group will report its progress to the King's Lynn Area Committee.
- The Working Group has no decision-making powers.

6. Duration

- The Working Group will operate on an informal, task-and-finish basis and may be dissolved once its objectives have been met or by resolution of the King's Lynn Area Committee.

King's Lynn Area Committee Work Programme 2026/2027

<u>Date of Meeting</u>	<u>Agenda Items</u>
18 th June 2026	<ul style="list-style-type: none">• King's Lynn CGR - Consultation responses• BID Business Plans and Proposals• Special Expenses Informal Working Group• Membership of KLAC's Subgroups and Informal Working Group
17 th September 2026	
12 th November 2026 (Special Expenses)	<ul style="list-style-type: none">• Special Expenses - Carl Holland• Parish Partnership Scheme Bids – Mark Whitmore
21 st January 2026	
4 th March 2026	

To be scheduled:

King's Lynn Ferry

Trues Yard- New Project- Dr Paul Richards

Public Toilet at Gaywood

Cycling Safety Campaign King's Lynn Conservation Area Review

Accessible Playground Project

Cycling Safety involving the Local Bicycle Users Group about Cycle Parking

Review of public seating and benches in King's Lynn



Forward Decisions List

The Forward Decision List outlines the Cabinet's upcoming decisions over the next few months. It specifies which decisions are considered significant and indicates those that may lead to portions of the meeting being conducted in private. In addition, the list highlights the responsible Lead Officer and Portfolio Holder.

This document will be updated and republished on the Council's website each month. Any queries relating to the Forward Decision List should be forwarded to Democratic Services: Democratic.Services@West-Norfolk.gov.uk

What is a Key Decision?

Key decisions are defined as an executive decision which is likely:

- 8
- (a) To result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates, or (significant relates to £500,000 or more)*
 - (b) To be significant in terms of its effect on communities living or working in the area comprising two or more wards and electoral divisions in the Council's areas. (significant relates to one third of the population in a ward).*

The key decision and non-key decision process is only for decisions made by the Executive, i.e. not those made at Planning, Council, Licensing etc. When assessing whether or not a decision is a key decision the decision maker must consider all the circumstances of the case. However, a decision which results in a significant amount spent or saved will generally be considered to be a key decision.

Why might a decision be made in private?

Members of the public may be excluded from a meeting or information if the nature of the business to be discussed is likely to involve the disclosure of exempt information such as details that could identify an individual or pertain to the financial or commercial interests of a person or organisation. Such information should only be made exempt, if it is in the public interest to do so under Schedule 12A of the Local Government Act 1972.



Cabinet Members:

Councillor Alistair Beales: Leader
Councillor Simon Ring: Deputy Leader and Portfolio Holder for Business
Councillor Jim Moriarty: Portfolio Holder for Planning and Licensing
Councillor Sandra Squire: Portfolio Holder for Environmental and Coastal
Councillor Michale de Whalley: Portfolio Holder for Climate Change and Biodiversity
Councillor Chris Morely: Portfolio Holder for Finance
Councillor Jo Rust: Portfolio Holder for People and Communities
Councillor Sue Lintern: Portfolio Holder for Culture and Events

Cabinet Members can be contacted directly and their contact details can be found via our website: [Committee details - Cabinet](#)

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Senior Management

Kate Blakemore: Chief Executive
Michelle Drewery: Deputy Chief Executive and Section 151 Officer
Emma Kavanagh: Chief Operating Officer
Emma Hodds: Chief of Staff and Monitoring Officer
Siobhan Cleeve: Interim Assistant Director Leisure and Culture
Stuart Ashworth: Assistant Director Environment and Planning
Liz MacDonald: Assistant Director Property & Projects
Martin Chisholm: Assistant Director Operations & Commercial
Duncan Hall: Assistant Director Regeneration, Housing & Place
Carl Holland: Assistant Director for Finance and Deputy Section 151 Officer
Honor Howell: Strategic Lead to the Chief Executive and Leader
Paul Lowes: Assistant Director Corporate Services
Mark Whitmore: Assistant Director, Health, Wellbeing and Public Protection

Members of the Senior Management team can be contacted directly via esteam@west-norfolk.gov.uk



JULY 2026						
Date of meeting	Report title	Key or Non-Key Decision	Decision Maker	Cabinet Member/Portfolio	Lead Officer	Open or Exempt
14 July 2026	Local Plan Scoping (Regulations 29) - Consultation Materials	Key	Cabinet	Cabinet Member for Planning and Licensing	Assistant Director, Environment and Planning (Stuart Ashworth)	Open
14 July 2026	Full Year Performance Management Report 2025 - 2026	Non	Cabinet	Leader of the Council	Chief of Staff and Monitoring Officer (Emma Hodds)	Open
14 July 2026	Building Safety Levy - Proposed administration by CNC Building Control	Non	Cabinet	Cabinet Member for Planning and Licensing	Assistant Director, Environment and Planning (Stuart Ashworth)	Open
14 July 2026	CIL Strategic Project Funding	Key	Cabinet	Cabinet Member for Planning and Licensing	Assistant Director, Environment and Planning (Stuart Ashworth)	Open
14 July 2026	Revenue Outturn 2025 -2026	Non	Cabinet	Cabinet Member for Finance	Assistant Director, Finance and Deputy Section 151 Officer	Open



					(Carl Holland)	
14 July 2026	Capital Outturn 2025 - 2026	Non	Cabinet	Cabinet Member for Finance	Assistant Director, Finance and Deputy Section 151 Officer (Carl Holland)	Open
14 July 2026	Padel	Key	Cabinet	Deputy Leader and Cabinet Member for Business	Assistant Director, Leisure and Culture (Siobhan Cleeve)	Open
29 July 2026			Council			
SEPTEMBER 2026						
Date of meeting	Report title	Key or Non-Key Decision	Decision Maker	Cabinet Member/Portfolio	Lead Officer	Open or Exempt
08 September 2026	Business Improvement District - Business Plan	Key	Cabinet	Deputy Leader and Cabinet Member for Business	Assistant Director, Regeneration, Housing & Place (Duncan Hall)	Open
08 September 2026	Budget Monitoring Quarter 1	Non	Cabinet	Cabinet Member for Finance	Assistant Director, Finance and Deputy Section 151 Officer (Carl Holland)	Open
08 September 2026	Lynnsport Proposals	Key	Cabinet	Deputy Leader and Cabinet Member for Business	Strategic Advisor to the CEO and Leader (Honor Howell)	Open
24 September 2026			Council			



08 September 2026	National Planning Scheme of Delegation	Non	Cabinet	Cabinet Member for Planning and Licensing	Assistant Director, Environment and Planning (Stuart Ashworth)	Open
24 September 2026			Council			

OCTOBER 2026

Date of meeting	Report title	Key or Non-Key Decision	Decision Maker	Cabinet Member/Portfolio	Lead Officer	Open or Exempt
13 October 2026	King's Lynn Masterplan and Parking Strategy	Key	Cabinet	Deputy Leader and Cabinet Member for Business	Assistant Director, Regeneration, Housing & Place (Duncan Hall)	Open
29 October 2026			Council			
13 October 2026	Hunstanton Masterplan and Parking Strategy	Key	Cabinet	Deputy Leader and Cabinet Member for Business	Assistant Director, Regeneration, Housing & Place (Duncan Hall)	Open
29 October 2026			Council			

NOVEMBER 2026

Date of meeting	Report title	Key or Non-Key Decision	Decision Maker	Cabinet Member/Portfolio	Lead Officer	Open or Exempt
17 November 2026	Budget Monitoring	Non	Cabinet	Cabinet Member for Finance	Assistant Director, Finance and Deputy	Open



	Quarter 2				Section 151 Officer (Carl Holland)	
17 November 2026	Council Tax Support Scheme for Working Age people for 2027/2028	Key	Cabinet	Cabinet Member for Finance	Assistant Director, Finance and Deputy Section 151 Officer (Carl Holland)	Open
3 December 2026			Council			
JANUARY 2027						
Date of meeting	Report title	Key or Non-Key Decision	Decision Maker	Cabinet Member/Portfolio	Lead Officer	Open or Exempt
FEBRUARY 2027						
Date of meeting	Report title	Key or Non-Key Decision	Decision Maker	Cabinet Member/Portfolio	Lead Officer	Open or Exempt
03 February 2027	Budget Monitoring Quarter 3	Non	Cabinet	Cabinet Member for Finance	Assistant Director, Finance and Deputy Section 151 Officer (Carl Holland)	Open
03 February 2027	Medium Term Financial Strategy 2026-2031	Key	Cabinet	Cabinet Member for Finance	Assistant Director, Finance and Deputy Section 151 Officer (Carl Holland)	
28 February			Council			



2027						
03 February 2027	Capital Programme 2026-2030	Key	Cabinet Council	Cabinet Member for Finance	Assistant Director, Finance and Deputy Section 151 Officer (Carl Holland)	Open
03 February 2027 28 February 2027	Treasury Management Strategy	Key	Cabinet Council	Cabinet Member for Finance	Assistant Director, Finance and Deputy Section 151 Officer (Carl Holland)	
03 February 2027 28 February 2027	Capital Strategy	Key	Cabinet Council	Cabinet Member for Finance	Assistant Director, Finance and Deputy Section 151 Officer (Carl Holland)	Open
TO BE SCHEDULED						
Date of meeting	Report title	Key or Non-Key Decision	Decision Maker	Cabinet Member/Portfolio	Lead Officer	Open or Exempt
	King's Lynn Conservation Area Appraisal and Management Plan	Non	Cabinet, Council	Cabinet Member for Planning and Licensing	Assistant Director, Environment and Planning (Stuart Ashworth)	Open
	Empty Homes Strategy Review	Key	Council	Cabinet Member for People and Communities	Assistant Director, Health, Wellbeing and Public Protection (Mark Whitmore)	Open



	Housing Assurance Strategy	Non	Council	Cabinet Member for People and Communities	Assistant Director, Health, Wellbeing and Public Protection (Mark Whitmore)	Open
	Domestic Abuse Tenants/Residents Policy and Domestic Abuse Intersectionality Policy	Non	Council	Cabinet Member for People and Communities	Assistant Director, Regeneration, Housing & Place (Duncan Hall)	Open
	IT Hardware Refresh	Key	Cabinet	Cabinet Member for Finance	Assistant Director, Corporate Services (Paul Lowes)	Fully exempt
	Heacham Beach Huts	Key	Cabinet	Deputy Leader and Cabinet Member for Business	Assistant Director, Property (Liz MacDonald)	Part exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

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