

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



ANNUAL COUNCIL MEETING

Agenda

Thursday, 14th May, 2026
at 5.00 pm

In the Assembly Room
Town Hall
Saturday Market Place
King's Lynn

Available for the public to view on [WestNorfolkBC on You Tube](#)



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
Telephone: 01553 616200

6th May 2026

Dear Councillor

You are hereby summoned to attend a meeting of the **Borough Council of King's Lynn and West Norfolk** which will commence at **5.00 pm** on **Thursday, 14th May, 2026** in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn to transact the business shown below.

Yours sincerely

Kate Blakemore
Chief Executive

BUSINESS TO BE TRANSACTED

1. PRAYERS

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST (Page 4)

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.

4. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

To receive Mayor's communications and announcements.

5. URGENT BUSINESS

To receive any items of business which in the opinion of the Mayor are urgent.

6. ELECTION OF A COUNCILLOR TO HOLD OFFICE AS MAYOR OF THE BOROUGH OF KING'S LYNN AND WEST NORFOLK AND TO BE CHAIR OF THE COUNCIL FOR THE MUNICIPAL YEAR 2026/2027

7. ELECTION OF A COUNCILLOR TO HOLD OFFICE AS DEPUTY MAYOR OF THE BOROUGH OF KING'S LYNN AND WEST NORFOLK AND TO BE

VICE-CHAIR OF THE COUNCIL FOR THE MUNICIPAL YEAR 2026/2027

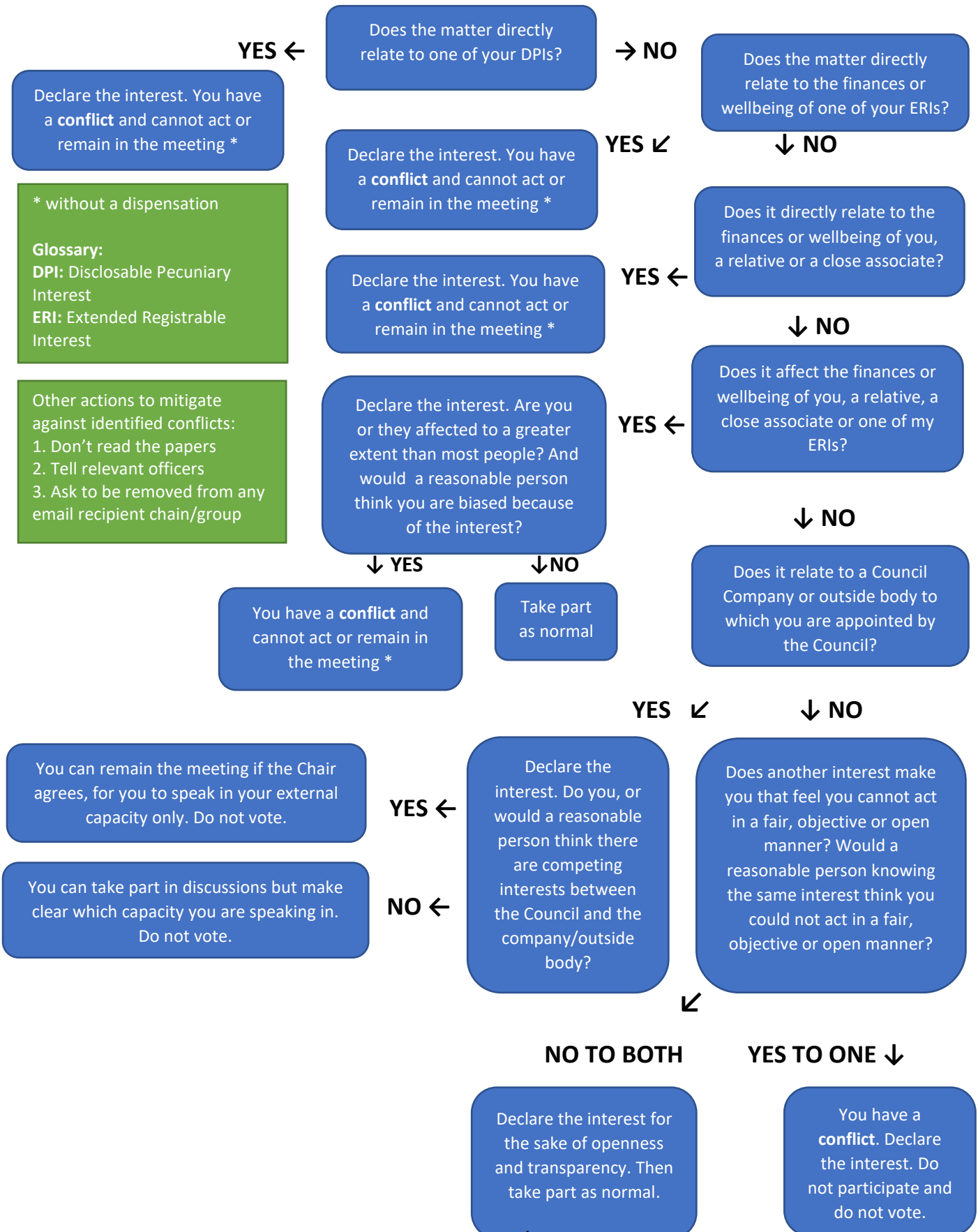
- 8. ADMINISTER OATH TO THE MAYOR**
- 9. ADMINISTER OATH TO THE DEPUTY MAYOR**
- 10. CONVEYANCE OF THANKS TO THE RETIRING MAYOR AND MAYORESS**
- 11. TO MAKE PRESENTATIONS TO THE RETIRING MAYOR AND MAYORESS**
- 12. REPORT OF THE MONITORING OFFICER (Pages 5 - 7)**

Kate Blakemore
Chief Executive

DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART



START



Open				
Lead Officer: Emma Hodds, Chief of Staff and Monitoring Officer E-mail: emma.hodds@west-norfolk.gov.uk			Other Officers consulted: Leader of the Council Group Leaders	
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications YES	Equality Impact Assessment req'd NO	Risk Management Implications NO

Date of Meeting : 14th May 2026

MONITORING OFFICERS REPORT TO ANNUAL COUNCIL

This report seeks Full Council approval for the following matters:

- The proportional Allocation of Seats
- The proportionality arrangements for Task Groups
- The appointment of Chairs and Vice Chairs
- The membership of the Joint Committee
- The membership of Sub Groups, Task Groups and Outside Bodies

RECOMMENDED:

1. That Council approve the proportional allocation of seats as set out in paragraphs 1.3 and 1.4 of the report and reflected in the full Committee Membership list which will be circulated prior to the meeting.
2. That Council approve the appointment of Chairs and Vice Chairs for the Bodies listed in 2.1 of the report, and the appointment of Chairs for the Bodies set out in 2.2 of the report (and included in the full Membership list which will be circulated in advance of the meeting).
3. That Council agree that Members appointed to Task Groups and Sub Groups continue to serve until the first meeting of the relevant body, and that Members appointed to Outside Bodies continue to serve until reappointments are made at Full Council in June 2026.
4. To appoint Councillors Beales and Blunt to the Joint Committee.
5. That Council approve the proportionality arrangements for Task Groups as set out in section 5.1 of the report.

1. PROPORTIONAL ALLOCATION OF SEATS

1.1 Council is required to agree the proportional allocation of seats on the Council's Bodies in accordance with Section 15 of the Local Government and Housing Act 1989 (as amended), and , in accordance with Section 16 of the Act, to appoint Members to serve on those Bodies.

1.2 A full Membership list will be made available at the meeting once Group Leaders have confirmed their nominations.

1.3 The proportionality table set out below reflects the following changes:

- Planning Committee decreased to 13 Members.
- The Audit Committee set at 5 Members, plus 2 Independent Members.
- Inclusion of the Electoral Arrangements Committee in the proportionality calculations and the Electoral Arrangements Committee increased from 10 to 11 Members to ensure cross party representation.

1.4 Council are requested to agree the proportionality set out below.

	Total Membership	Independent Partnership	Conservative	Labour	Reform UK	Progressive Group	West Norfolk Independent Group
Total number of Members	55	21	19	6	5	2	2
Standards Committee	7	3	2	1	1	0	0
Licensing Committee	13	5	5	1	1	0	1
Licensing and Appeals Board	13	5	5	2	0	1	0
Planning Committee	13	5	4	1	1	1	1
Regeneration and Development Panel	12	5	4	2	1	0	0
Environment and Community Panel	12	4	5	1	1	1	0
Corporate Performance Panel	12	5	4	1	1	0	1
Appointments Board	9	3	3	1	2	0	0
Audit Committee	5	2	2	1	0	0	0
Electoral Arrangements Committee	11	4	3	1	1	1	1
Total number of seats	107	41	37	12	9	4	4

2 APPOINTMENT OF CHAIRS AND VICE CHAIRS

2.1 Council is requested to appoint the Chairs and Vice Chairs of the following bodies:

- Appointments Board
- Planning Committee
- Licensing Committee
- Licensing and Appeals Board
- Standards Committee
- Electoral Arrangements Committee

2.2 Council is requested to appoint the Chairs of the following bodies, noting that the Vice Chairs will be appointed at the first meeting of each respective body:

- Audit Committee
- Corporate Performance Panel
- Environment and Community Panel
- Regeneration and Development Panel.

3 MEMBERSHIP OF SUB GROUPS, TASK GROUPS AND OUTSIDE BODIES.

3.1 Council is requested to agree that Members previously appointed to Sub Groups or Task Groups continue to serve until the first meeting of their appointing body in the new Municipal Year.

3.2 Council is requested to agree that Members appointed to Outside Bodies continue to serve until annual appointments are brought to Full Council in June 2026.

4 MEMBERSHIP OF THE JOINT COMMITTEE

4.1 Council is requested to confirm the appointments of the following Members to the Joint Committee:

- Councillor Beales
- Councillor Blunt

5 PROPORTIONALITY OF TASK GROUPS

5.1 Council is requested to approve the proportionality of Task Groups as set out below:

11 Member Task Group	4 Independent Partnership, 3 Conservative, 1 Labour, 1 Reform, 1 Progressive Group and 1 West Norfolk Independent Group
9 Member Task Group	3 Independent Partnership, 3 Conservative, 1 Labour, 1 Reform and <i>1 Progressive Group or West Norfolk Independent Group</i>
7 Member Task Group	3 Independent Partnership, 2 Conservative, 1 Labour, 1 Reform
5 Member Task Group	2 Independent Partnership, 2 Conservative and 1 Labour