



COUNCIL MEETING

Agenda

Thursday 2nd July 2026
(rescheduled from 25th June 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

17 June 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, 2nd July, 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. MINUTES (Pages 5 - 18)

To confirm as a correct record the Minutes of the Meeting of the Council held on 26th March and 14th May 2026.

4. DECLARATIONS OF INTEREST (Page 19)

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.

5. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

To receive Mayor's communications and announcements.

6. URGENT BUSINESS

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

7. PETITIONS AND PUBLIC QUESTIONS

To receive petitions and public questions in accordance with Procedure Rule 20.

8. RECOMMENDATIONS FROM COUNCIL BODIES

(Members are reminded this is a debate, not a question and answer session)

To consider the following recommendations to Council:

1) **Cabinet - 23rd April 2026:** (Page 20)

CAB150: Audit Committee Annual Report from the Chair

[Please click here to view a copy of the Cabinet Report relating to this item.](#)

2) **Cabinet: 9th June 2026:** (Pages 21 - 22)

CAB11: Health and Safety Policy and Statement of Intent.

[Please click here to view a copy of the Cabinet Report relating to this item.](#)

9. APPOINTMENTS TO OUTSIDE BODIES (Pages 23 - 28)

10. NOTICES OF MOTION

To consider the following Notice of Motion (05/26), submitted by Councillor Moore:

Replace the Climate Emergency Declaration with a Practical Environmental and Resilience Strategy

This Council notes that the Climate Emergency declared in 2021 has not delivered clear or practical outcomes for residents. The UK produces approximately 1% of global CO₂ emissions, and Kings Lynn and West Norfolk contribute a tiny fraction of that total. Reducing our limited share alone will not meaningfully alter global climate trends, but the costs of rapid transition policies are already placing significant strain on local households.

Many of the most vulnerable residents are facing rising energy bills, fuel poverty, and financial hardship linked to policies that increase the cost of heating, transport, and daily living. No local environmental strategy should make life harder for those already struggling or force people into choosing between heating and eating.

This Council believes that practical environmental action should focus on improving local resilience and protecting our area from real risks such as flooding, coastal erosion, drainage pressures, water scarcity, and loss of

agricultural land and wildlife habitats. The planning system considers environmental issues on a case by case basis, but there is no dedicated local process that assesses the wider environmental pressures created by long term population growth, including increased demand for land, housing, energy, water, and infrastructure.

This Council resolves to:

1. End the 2021 Climate Emergency declaration.
2. Replace it with a Practical Environmental and Resilience Strategy focused on flood defence, water management, land protection, and locally beneficial environmental measures.
3. Ensure future policies protect vulnerable residents from increased living costs.
4. Provide annual updates on measurable local resilience improvements rather than symbolic targets.

11. CABINET MEMBERS REPORTS (Pages 29 - 60)

In accordance with Council procedure rule 8, to receive reports from Cabinet Members to be moved en bloc. Members of the Council may ask up to four questions of Cabinet Members on their reports and portfolio areas.

The order of putting questions shall commence with a Member from the largest opposition group, proceeding in descending order to the smallest opposition group, then non aligned members, followed by a Member from the ruling group. This order shall repeat until the time for questions has elapsed or there are no more questions to be put.

The period of time for putting questions and receiving responses shall not exceed 60 minutes for all Cabinet Members and the Leader

Climate Change and Biodiversity – Councillor M de Whalley

Culture and Events – Councillor S Lintern

Planning and Licensing – Councillor J Moriarty

Environment and Coastal - Councillor S Squire

Finance – Councillor C Morley

People and Communities – Councillor J Rust

Deputy Leader and Business – Cllr S Ring

Leader - Councillor A Beales

12. MEMBER'S QUESTION TIME

In accordance with Procedure rule 9, Members of the Council may ask any questions of the Chair of any Council Body (except the Cabinet).

Kate Blakemore
Chief Executive

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

COUNCIL

Minutes from the Meeting of the Council held on Thursday, 26th March, 2026 at 5.00 pm in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillor A Bullen (Chair)

Councillors T Barclay, A Beales, S Bearshaw, P Bland, R Blunt, F Bone, A Bubb, R Coates, Mrs J Collingham, S Collop, R Colwell, M de Whalley, P Devulapalli, A Dickinson, S Everett, J Fry, D Heneghan, P Hodson, B Jones, C Joyce, J Kirk, P Kunes, S Lintern, B Long, J Lowe, A Moore, J Moriarty, C Morley, S Nash, J Osborne, T Parish, J Ratcliffe, S Ring, C Rose, S Sandell, D Sayers, Mrs V Spikings, S Squire, M Storey, and A Ware

C:105 **PRAYERS**

Prayers were led by Father Adrian Ling.

C:106 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Anota, Ayres, Bhondi, Crofts, Dark, Lawrence, Rust, Ryves and Tyler.

C:107 **MINUTES**

RESOLVED: The minutes from the meeting held on 26th February 2026 were agreed as a correct record and signed by the Chair.

C:108 **DECLARATIONS OF INTEREST**

There were none.

C:109 **MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS**

The Mayor referred to the Local Government Reorganisation announcement.

C:110 **URGENT BUSINESS**

There was no Urgent Business.

C:111 **PETITIONS AND PUBLIC QUESTIONS**

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1. Question from Rob Archer

The Mayor invited Rob Archer to ask a question as set out below:

"It is becoming increasingly difficult to find an appropriate cycle parking spot in Lynn town centre as provision of cycle parking has not kept up with the growth in cycling. Indeed, a significant number of parking hoops have been removed in recent years, particularly on the Tuesday Market Place and the Purfleet. Many others are damaged or in poor condition. The new racks at the library are very welcome but we need more throughout the town.

The proposed 'Active Travel Hub' at Baker Lane (now refused planning permission) would have been of little use as it is awkward to cycle to and the design meant that around half the spaces would have been unusable. The cancellation of this project and the similar flawed scheme in South Lynn would release considerable funds to redress the situation, possibly with a more functional covered cycle parking area located near the bus or rail stations, along with a significant increase in parking spaces throughout the town centre.

I note that the borough council has a 'Car Parking Strategy'. Would it not be sensible to make this a more holistic 'Parking Strategy' and include cycle parking as a clear part of the parking mix? This would enable more strategic planning as to locations and the level of provision, as well as managing and facilitating a modal shift from driving to cycling."

Councillor Beales responded by emphasising the importance of cycling provision within the borough. He explained that extensive discussions had taken place with cycling user groups regarding the Lynnsport development, and as part of that project all cycle routes had been resurfaced and upgraded, including the Sustrans crossings into the new estates. He also referred to the proposed new cycle facilities at the Guildhall.

Councillor Beales highlighted that the Town Deal proposals included alterations to the gyratory system and the introduction of several additional cycle paths. He expressed disappointment at the comments made regarding the Baker Lane scheme, noting that it remained an important project for the town. He clarified that the scheme had not been cancelled; rather, the applicant had received a planning refusal, and options for the next steps were now being considered. He further expressed disappointment that the Planning Committee had not supported the application and encouraged Mr Archer to take an active role in shaping the future of the Baker Lane proposals, including contributing views on facilities such as showers and changing areas.

Addressing Mr Archer's comments on the Car Parking Strategy, Councillor Beales acknowledged that cycle parking should form part of that work and confirmed his willingness to engage with local cycling groups on the matter.

In his supplementary question, Mr Archer thanked Councillor Beales for his response and enthusiasm. He drew attention to the South Lynn Hub, noting that similar issues had arisen there as with Baker Lane. He reiterated his desire to be involved in future discussions and stressed the importance of incorporating the views of cycle users at an early stage. He expressed particular interest in the STARS scheme and encouraged early engagement with relevant groups.

Councillor Beales concluded by noting that the Planning Committee had shared many of Mr Archer's concerns. It was acknowledged that STARS had almost been finalised, making it challenging to revisit certain elements at this stage. However, the good working relationship with Norfolk County Council meant all parties would continue to work together.

2. Question from Alison Gifford

"May I ask the Mayor whether, now the new library building is open and there is a design prepared to enhance Baxter's Plain and adjacent streets with funding for this apparently secured through the STARS programme, what action the Council will take to bring the derelict post office building back into use?"

This area remains blighted by this building which is visibly deteriorating with every month that passes. A scheme was granted planning permission in 2022, and very minor (internal) works were undertaken last year to keep the consent alive, but there is no evidence that the developer has any real intention to take these plans forward.

This is a fine historic building. It should be providing good quality housing at the heart of the town as agreed with the approved plans. If left to decline it will continue to mitigate any benefit of the new and proposed regeneration works – and we fear, become impossible to renovate viably.

What do BCKLWN intend to do ensure the developer proceeds with the work in a timely manner?"

Councillor Ring responded to the question stating that it was good to see so many people using the new library and acknowledged that the Post Office was a blight in the area. Councillor Ring provided an update on contact with the owner and potential plans for retail and housing and stated that the Council would be willing to assist where possible to bring the building back into use. Councillor Ring emphasises that the old post office was a key piece in the regeneration of Baxter's Plain and its restoration was important.

Alison Gifford did not have a supplementary question but stated she hoped that the building would be brought back into use.

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

(i) Cabinet – 3rd March 2026

Councillor Ring, seconded by Councillor Beales, proposed the recommendation from Cabinet on 3rd March 2026 for CAB140: Adoption of the Property Disposal Policy.

Councillor Ring spoke in support of the proposals and outlined the input of the Panels into the Policy including consideration at the Regeneration and Development Panel and the matter being called in for consideration at the Corporate Performance Panel.

Councillor Ring highlighted the key amendments to the policy, and the need for clear asset management as the lack of previous plans and policies had resulted in ad hoc decisions. He explained that the policy provided guidelines for officers and Members, aiming for more effective management of the Council's asset portfolio.

Councillor Parish stressed the importance of not disposing of assets which were valuable to local communities, and ensuring that community representatives were involved in decisions relating to asset disposal.

Councillor Long referred to improper practices in the past.

In summing up, Councillor Ring commented that in the past some assets were unregistered and this policy ensured proper processes going forward.

RESOLVED: The recommendation from the Cabinet meeting held on 3rd March 2026 in relation to the Adoption of the Property Disposal Policy was approved by Full Council, as set out below.

Cabinet resolves to recommend to Full Council the adoption of the Property Disposal Policy attached at Appendix 1, with the following amendments to the Governance Arrangements and Oversight section:

During potential asset disposals portfolio holders, ward members, parish councils and other community representatives where necessary may have confidential/commercial information shared with them. It is important that the constitution is adhered to in this regard in particular "Part 2 – Articles – Rights and Duties of Councillors, paragraphs 2.05 to 2.07".

(ii) Electoral Arrangements Committee 12th March 2026 – Hilgay Community Governance Review – Next Steps.

The recommendation from the above Committee was proposed by Councillor Beales and seconded by Councillor Ring.

In proposing the recommendations from the Committee, Councillor Beales commented that this was the recommendation from the Committee, however did not reflect his view and he felt that Council should reject the recommendation. He provided background, explaining that there were representation issues and community feedback, with the results of the consultation supporting the establishment of separate councils.

Councillor Beales provided Council with information relating to precepts, assets and the council tax base, noting that there were smaller Parishes, to those proposed, already in existence.

Councillor Lintern shared the concerns of the Electoral Arrangements Committee regarding the number of Parish Councillors and difficulty recruiting, however noted there were smaller parishes in existence and it was important to ensure all residents were represented.

Councillor Heneghan commented that it was important that local views were taken into consideration.

Councillor Osborne explained he would be voting against the recommendation from the Committee and felt that the creation of two Parish Councils was viable.

Councillor Long indicated he would be supporting the creation of two Parish Councils as arrangements were currently not working well.

Councillor Joyce commented that relationships had broken down and there needed to be a split.

Councillor Hodson, as Ward Member for Hilgay commented that there were irreparable differences and he agreed with the separation.

Councillor Parish referred to the correspondence sent from representatives from the Parishes, following the Electoral Arrangements Committee and suggested that the matter be referred back to the Electoral Arrangements Committee for consideration.

Councillor Ratcliffe commented that she had experienced disruption within Parishes and it took a long time to resolve. She supported splitting the Parishes into two.

Councillor Storey, as County Councillor for the Parish noted the recent issues within the Parish and stated that a split benefited both Parishes and the Council should listen to the views of Ten Mile Bank residents.

Councillor de Whalley commented that small parishes could function well and he supported the split.

Councillor Squire commented that local democracy was important.

Councillor Blunt, as a Member of the Electoral Arrangements Committee stated that the Committee had proposed mediation and support to the Parish, which he felt was a good option at the time and he had listened to the debate at this meeting.

Councillor Moriarty commented that it would not be appropriate to refer the matter back to the Electoral Arrangements Committee.

Councillor Ring, as seconded to the proposal explained that if he had attended the Electoral Arrangements Committee he would have voted in favour of establishing two Parishes and acknowledged the existing successful small parish councils in existence.

In summing up, Councillor Beales apologised for not making his views clearer at the Electoral Arrangements Committee. He stated he was not judging either Parish, but felt that they would be better separated and hoped Council would support the split.

The Mayor clarified that Councillors would be required to cast a vote on the recommendation put forward by the Electoral Arrangements Committee as set out below:

Option 1:

1. *Hilgay Parish and Hilgay Parish Council to remain unchanged and continue to be a warded Parish Council, comprising of:*
 - *Hilgay Ward &*
 - *Ten Mile Bank Ward*

This will formally close the Community Governance Review.

2. *To request that the Monitoring Officer provide assistance to the Parish Council in terms of Governance and Decision Making.*

On being put to the vote this proposal was lost. The Mayor then asked Council to vote on the alternative option presented to the Electoral Arrangements Committee. This was put to the vote and carried.

RESOLVED: Full Council agreed to Option 2, as set out below:

Option 2:

(A) That Hilgay Parish is abolished, and Hilgay Parish Council is dissolved

(B) That a new civil Parish be formed using the ward boundary of Ten Mile Bank ward, and that the civil Parish be named 'Ten Mile Bank'

(C) That Ten Mile Bank should have a Parish Council, consisting of 5 members, and that it is not warded

(D) That a new civil Parish be formed using the ward boundary of Hilgay ward, and that the civil Parish be named 'Hilgay'

(E) That Hilgay should have a Parish Council, consisting of 9 members, and that it is not warded

(F) Fixed assets (such as buildings and fields) will be allocated to the Council, according to the proposed boundaries

(G) Non-fixed assets to be divided proportionately between both Councils, where it is possible to do so

(H) The initial Parish Precepts would be based on the 72/28 split and would be approximately £25,100 for Hilgay and £9,800 for Ten Mile Bank.

C:113 REQUEST FOR EXTENSION TO THE SIX MONTH RULE - COUNCILLOR TYLER

Following publication of the Agenda Councillor Tyler had attended a qualifying meeting within the six month period, therefore this report was withdrawn.

C:114 REPORT FROM THE MONITORING OFFICER - CONSTITUTION REVIEW

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Councillor Long, seconded by Councillor Beales proposed the recommendations as set out in the report.

Councillor Long spoke in support of the proposals and outlined the amendments, explaining that the Constitution Informal Working Group had considered them in depth.

Councillor Joyce referred to the amendments relating to the Appeals process for staff and explained that it was important that everyone was treated fairly.

Councillor Devulapalli commented that the Standing Order 34 rules in relation to the Planning Committee were restrictive as notice was required to be given along with a summary of speech.

Councillor Ring commented that the appropriate staff were more qualified to lead on the staff appeals process rather than it coming through the Licensing and Appeals Board.

Councillor Nash felt that Standing Order 34 amendments now presented more barriers.

The Monitoring Officer clarified the amendments to Standing Order 34 in that it was regularising existing practice with regards to Committee Members attending remotely and those sending a substitute if they were unable to attend.

Councillor Parish commented that it was courteous to notify the Chair in advance if you wanted to attend a meeting under Standing Order 34. He also asked if substitutes could be arranged by Group Leaders, rather than limited to the Councillor who was unable to attend.

Councillor Beales commented that the Constitution Informal Working Group debated Standing Order 34 in depth and it was noted that many other Local Authorities did not have this provision. He also felt it was courtesy to notify the Chair in advance if you were attending a meeting under Standing Order 34, and noted that the Chair had discretion in terms of arrangements.

Councillor Long explained that Norfolk County Council did not have an equivalent to Standing Order 34 and that Standing Order 34 was important as it allowed input from back benchers.

RESOLVED: Council agreed to the proposed changes to the Constitution included in the report at Appendix 1, 2 and 3, effective immediately.

COUNCIL ADJOURNED FOR A COMFORT BREAK FROM 6.22PM TO 6.33PM

C:115 **ANNUAL REPORT FROM CHAIR OF THE CORPORATE PERFORMANCE PANEL**

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

The Chair of the Corporate Performance Panel presented his report, as included in the Agenda. He thanked all Members of the Panel for their work

RESOLVED: Full Council noted the report.

C:116 **NOTICES OF MOTION**

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The Monitoring Officer explained that this Notice of Motion had been rolled over in accordance with Council Procedure Rules, from the January meeting, however things had progressed since then, and had the Notice of Motion been submitted for this meeting it would have been rejected under Council Procedure Rule 7.4.4 in that it would require the disclosure of confidential or exempt information.

The Notice of Motion was therefore withdrawn.

C:117 **CABINET MEMBERS REPORTS**

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Councillor Beales moved the Cabinet Members Reports.

By way of an update, Councillor Ring informed Council that contracts had now been exchanged with Whitbred regarding the Hotel in Hunstanton which demonstrated the desire to widen the tourism season in Hunstanton.

In response to a question from Councillor Heneghan, Councillor Squire explained that the booking system for the waste disposal centre had caused issues and she was aware that there had been less visits since the booking system had been introduced. Incidents of fly tipping were also being investigated.

Councillor Parish read out a letter that he stated had been sent out regarding Heacham Beach Huts and asked if the change in lease was the mechanism for easing future sale of the site and Councillor Ring responded no.

In response to a question from Councillor Sandell, Councillor Ring encouraged Councillors to speak to their Parishes with regard to small pieces of land and register an interest with the Council if they had a community need for it, as part of the wider asset management work.

Councillor Osborne requested an update on events at Downham Market and Councillor Lintern explained that the Council offered help and advice through the Tourism department and would assist to promote with events if the organisation contacted the Council and provided up to date information.

In response to a question from Councillor Long, Councillor Beales offered to visit the sites that were impacted by flytipping. Councillor Beales also agreed to work with Cllr Long regarding of the closure of the gate at Horsley Fields Industrial Estate.

In response to a question from Councillor Parish regarding Heacham Beach Huts Councillor Ring explained that a briefing on this matter would be sent to Councillors in due course.

Councillor Kunes thanked Councillor Beales for visiting sites with him where there had been illegal waste and hoped that the Council would keep putting on pressure. Councillor Beales explained that the Council were looking at actions to be taken forward and would keep Councillor Kunes updated.

In response to a question from Councillor Ratcliffe, Councillor Ring confirmed that the room at Downham Market was available to host Community Bookings and could be booked through Alive West Norfolk.

Councillor Blunt referred to the bid for the town of culture and Councillor Lintern explained that the framework and background to this

was being put together and then an expression of interest would be submitted for 2027/2028.

In response to a question from Councillor Everett regarding the briefing to members on Heacham Beach Huts, Councillor Ring stated he would inform Councillors of when a briefing would be available as soon as he knew.

In response to a question from Councillor Spikings, Councillor Ring confirmed that the Council was in discussion with the administrator dealing with NCP car parks and noted that the land was within the Masterplan area.

In response to a question from Councillor Bubb, Councillor Squire confirmed that unfortunately the MRF could not accept plastic flowerpots for recycling.

Councillor Blunt asked about the local plan call for sites and the need to double the number of sites. Councillor Moriarty explained that the responses to the call for sites would be analysed and he encouraged Councillors to speak to their Parishes to keep them informed of the Local Plan Process and more details would be made available to Councillors throughout the process.

Councillor Spikings referred to a Planning Committee Government Consultation that had been issued today and Councillor Moriarty agreed to find out more information and report back to Members.

After the meeting, Councillor Moriarty provided the following response:

The draft statutory instrument for the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 were published yesterday. I was not aware that they were again being consulted on, as the link to the consultation had been sent to me after I had left to attend the Full Council meeting.

The draft Statutory Instruments followed a previous consultation which was the subject of a special meeting of the Planning Committee, upon which the Council's responses were based. That previous consultation had 17 questions. The current consultation has been honed down to the three questions, and the time period within which to respond to four weeks.

Officers will again speak with the Chair (and possibly the Vice Chair, not my call) on how they wish to approach responding to the consultation, bearing in mind the limited number of questions, the technical nature of one of them, and the limited time period within which to frame a response.

In response to a question from Councillor Collop, Councillor Ring explained that the new spaces would be double plots if possible and Environment Agency guidelines would need to be followed.

Councillor Long referred to the format of Cabinet Members Reports to Council and the list of meetings attended section. Councillor Beales informed Council that the Democratic Services Manager would look at improvements to the report template.

In response to a question from Councillor Blunt, Councillor Moriarty explained that enforcement action did take time and live planning applications and other issues could cause delays. If Members had any issues, they were encouraged to report these directly to Councillor Moriarty.

Councillor Nash referred to the West Winch development and the withdrawal of Hopkins Homes. Councillor Moriarty reminded Council that the planning permission and conditions went with the land, not the developer and the landowner.

In response to a question from Councillor Kunes, Councillor de Whalley agreed that it was good news that the Air Quality Management Area was to be withdrawn due to improvements and he informed Council that this decision would come through the decision-making process shortly.

Councillor Long referred to issues with a pathway at Watlington. Councillor Moriarty confirmed that he had responded to the residents that had contacted him on this matter to provide them with an update.

Councillor Devulapalli asked if Councillor de Whalley had heard about 'trees for the streets' and Councillor de Whalley agreed to look into this.

C:118 **MEMBER'S QUESTION TIME**

There were no questions.

The meeting closed at 7.20 pm

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

ANNUAL COUNCIL

**Minutes from the Meeting of the Council held on Thursday, 14th May, 2026
at 5.00 pm in the Town Hall, Saturday Market Place, King's Lynn**

PRESENT: Councillors, T Barclay, S Bearshaw, J Bhondi, P Bland, R Blunt, A Bubb, A Bullen, R Coates, Mrs J Collingham, S Collop, C J Crofts, S Dark, T de Winton, P Devulapalli, A Dickinson, S Everett, J Fry, D Heneghan, P Hodson, A Jamieson, B Jones, C Joyce, A Kemp, J Kirk, P Kunes, S Lintern, B Long, J Lowe, A Moore, J Moriarty, C Morley, S Nash, J Osborne, S Ring, C Rose, J Rust, S Sandell, D Sayers, Mrs V Spikings, S Squire, M Storey, D Tyler and A Ware.

C:1 PRAYERS

Prayers were led by Father Adrian Ling.

C:2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ayres, Beales, Collingham, Colwell, Humphrey, Parish, Pidcock, Ryves and de Whalley.

C:3 DECLARATIONS OF INTEREST

There were none.

C:4 MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

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The Mayor announced that Father Adrian Ling would be leaving King's Lynn in August after 14 years of serving the community and the church and thanked Father Adrian for his service.

C:5 URGENT BUSINESS

There was no urgent business.

C: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

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Councillor Ring proposed Councillor Bearshaw for the position of Mayor and Chair of the Council for the 2026/2027 Municipal Year. This

was seconded by Councillor Squire. Both Members spoke in support of the proposal.

RESOLVED: That Councillor Steve Bearshaw be appointed as Mayor and Chair for the 2026/2027 Municipal Year.

C: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**

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Councillor Blunt proposed Councillor Vivienne Spikings as Deputy Mayor for the Municipal Year 2026/2027. This was seconded by Councillor Sandell. Both Members spoke in support of the proposal.

RESOLVED: That Councillor Vivienne Spikings be appointed as Deputy Mayor and Vice Chair of the Council for the 2026/2027 Municipal Year.

C:8 **ADMINISTER OATH TO THE MAYOR**

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Councillor Bearshaw read and signed the Declaration of Acceptance of Office and informed the Council that his wife Marisol would be his Consort.

Councillor Bearshaw informed the Council that the Mayor's Chaplain would be Father Adrian Ling, up until he left the area.

The Mayor also informed the Council of his appointed Mayor's Cadets and bestowed badges on the Cadets.

The Mayor informed the Council that the Mayor's Charities would be the Purfleet Trust and Bridge for Heroes.

C:9 **ADMINISTER OATH TO THE DEPUTY MAYOR**

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Councillor Spikings read and signed the Declaration of Acceptance of Office and informed the Council that Avril Wright would be her consort for the year.

C:10 **CONVEYANCE OF THANKS TO THE RETIRING MAYOR AND MAYORESS**

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Councillor Ring conveyed thanks to the retiring Mayor and consort.

C:11 **TO MAKE PRESENTATIONS TO THE RETIRING MAYOR AND MAYORESS**

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Council was informed that gifts for the outgoing Mayor and consort were placed at the front of the stage.

Councillor Bullen thanked Councillors, Officers, the Civics Team and the community for their support during the year.

C:12 **REPORT OF THE MONITORING OFFICER**

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Councillor Ring proposed the report. This was seconded by Councillor Osborne.

Councillor Joyce proposed an amendment to the report in that Councillor Spikings be appointed as Chair of the Planning Committee. The proposal was seconded by Councillor Storey, and on being put to the vote was agreed.

Council agreed that Councillor Bone would be appointed as Vice Chair of the Planning Committee.

RESOLVED:

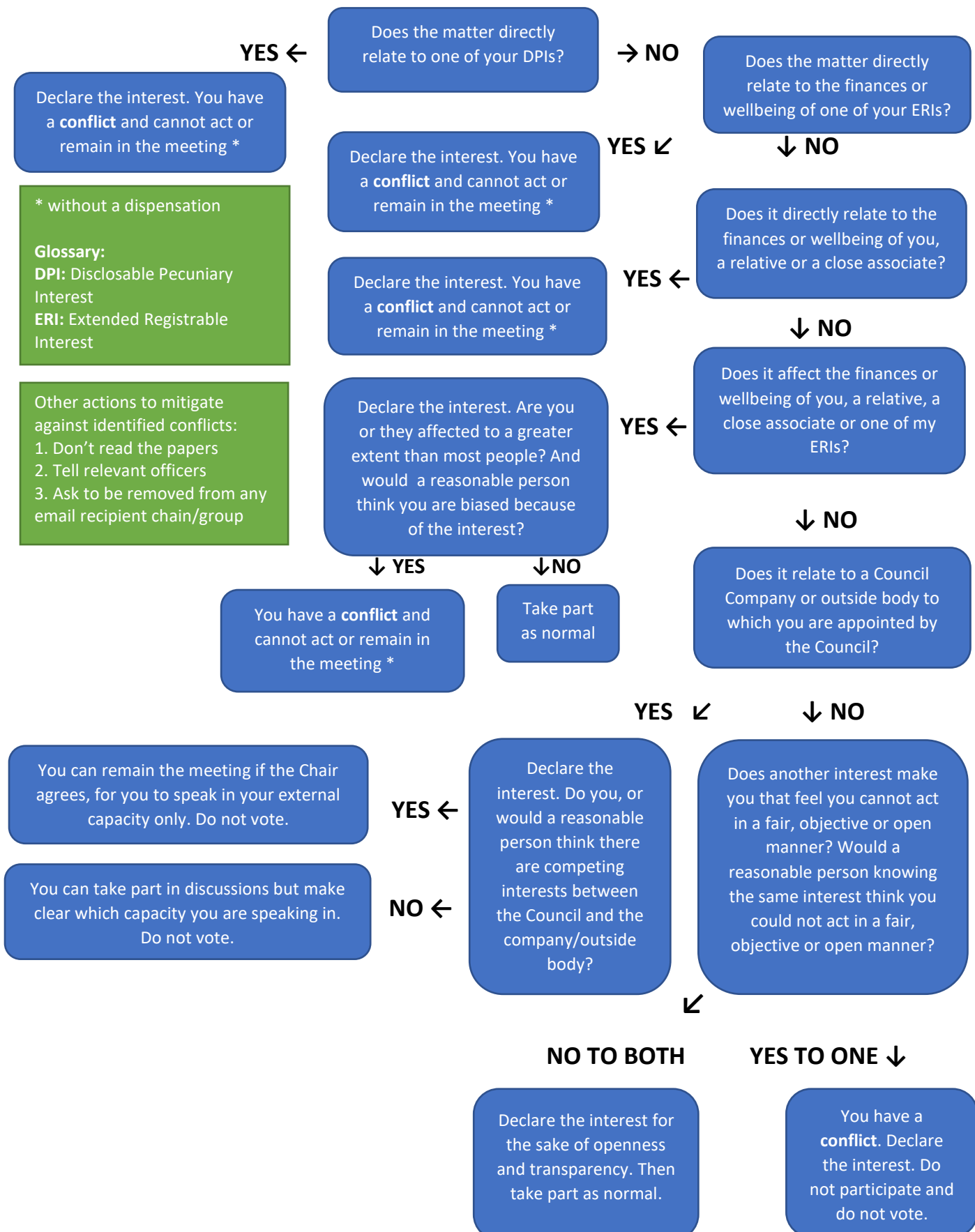
1. Council approved the proportional allocation of seats as set out in paragraphs 1.3 and 1.4 of the report and reflected in the full Committee Membership list, attached.
2. Council approved the appointment of Chairs and Vice Chairs for the bodies listed in 2.1 of the report, and the appointment of Chairs for the bodies set out in 2.2 of the report and included in the full Committee Membership list, attached.
3. Council agreed 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. Council approved the proportionality arrangements for Task Groups as set out in Section 5.1 of the report.

The meeting closed at 6.04 pm

DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART



START



Public Questions to Full Council on 25th June 2026

1) Question from Cliff Goodman

The motion to consider replacing the Climate Emergency Declaration, scheduled to be considered at this meeting, prompts me to focus on this welcome declaration and the probable negative impact of replacing the declaration. The current declaration appears to commit to reducing CO2 emissions as well as other initiatives aimed at playing a part in tackling climate and nature emergency issues locally.

Last November MPs and members of the House of Lords attended an event at Westminster Hall where briefings were presented by scientists who are experts on various aspects relating to climate change and nature crisis. A film featuring experts from these briefings was recently screened at the Majestic Cinema and the Corn Exchange. and is currently being screened nationwide. The message from the briefings is clear and stark. Science backed evidence overwhelmingly shows that rising temperatures resulting in some of the medical emergencies, deaths, infrastructure damage and travel delays is significantly influenced by human activity. The warning messages state that it's not certain doom, it's still not too late to stop temperature rise spiralling out of control but it's vital this council ensures meaningful actions to feed into combined efforts to tackle climate and nature crisis. It's important that this council's actions take account of fairness and do not put additional financial burden on people, especially those who can least afford extra living costs.

My question is:

How does the current Climate Emergency Declaration and associated strategy take account of reporting measured progress on delivering objectives, including reducing CO2? Do the strategies include aims to get overall medium to long term cost saving or at least not incur heavy extra spending?

RECOMMENDATIONS TO FULL COUNCIL FROM THE CABINET MEETING HELD ON 23 APRIL 2026

CAB150: AUDIT COMMITTEE ANNUAL REPORT FROM THE CHAIR

The Assistant Director presented the report and outlined the remit and work of the Audit Committee, including the requirement for the Committee to undertake a self-assessment and to report annually to Council on its activities. He provided an overview of the Committee's role, which included monitoring the implementation of Internal Audit recommendations, supporting the preparation of the Annual Governance Statement, and undertaking ongoing Member training.

Councillor Ryves, Chair of the Audit Committee, addressed Cabinet and highlighted the Committee's key achievements which included contributing to the development and oversight of the Corporate Risk Register, monitoring Key Performance Indicators, and considering Internal Audit reports and overseeing the implementation of resulting recommendations. Councillor Ryves referred to the Annual Governance Statement and explained that the Committee had worked to make this more 'forward looking' and easier to understand.

Councillor Rust was pleased to hear of the improvements that had been made to make documents easier to understand.

Councillor Ryves thanked all of the officers involved in the Audit Committee.

The Chair thanked the Audit Committee and the Chief Executive for the increased monitoring of Internal Audit recommendations.

Councillor Lintern commented she was pleased to see compliance with policies.

In response to questions from the Chair, it was explained that the recruitment of two Independent Members to sit on the Audit Committee was imminent and remuneration had been benchmarked and would be a set rate per Committee meeting.

RECOMMENDED: That the Annual report of the Chair of Audit Committee be considered and noted by Full Council.

REASON FOR DECISION: It is recommended practice for the Audit Committee to report on its work. To comply with best practice in making the best efforts by the Audit Committee to adopt the principles in complying with CIPFA's "Position Statement: Audit Committee in Local Authorities".

RECOMMENDATIONS TO FULL COUNCIL FROM THE CABINET MEETING HELD ON 9 JUNE 2026

CAB11: HEALTH AND SAFETY POLICY AND STATEMENT OF INTENT

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

The Corporate Performance Panel had considered the report and supported the Cabinet Recommendations.

The Assistant Director for Health, Wellbeing and Public Protection presented the updated Health and Safety Policy, noting that it was more concise, better structured, and included a clear statement of intent. The Assistant Director outlined the respective responsibilities of staff and management and explained that a range of supporting procedures and guidance notes accompanied the Policy.

The Chief Executive commented that the new Policy was easy to understand and thanked officers for their work.

Councillor Squire raised the issue of Councillors responsibilities in health and safety, suggesting that the policy should explicitly include them. It was clarified that although Councillors were not employees, the policy wording was deliberately chosen, and Member Training would be provided to ensure Councillors understood their responsibilities and reporting mechanisms.

Councillor Morley highlighted the importance of robust governance arrangements for capital investment in order to reduce risk, and emphasised the need for timely completion of risk assessments.

Councillor de Whalley sought assurance that staff felt confident reporting concerns. It was confirmed that work was ongoing to ensure staff were supported in raising issues and that appropriate action would be taken in response.

Councillor Rust noted that Trade Unions had been involved in the process and that concerns could be raised through union channels where necessary.

Councillor Ring observed that there had been a positive cultural shift and that staff would be supported to report concerns.

RECOMMENDED:

Recommendation to Full Council:

1. To approve the adoption of the Health, Safety & Welfare Policy.
2. To delegate responsibility for approving annual administrative reviews to the Chief of Staff.
3. To note that where significant changes to the policy are made that these will be brought back to council for approval.

REASON FOR DECISION:

To ensure that the council has an effective structure for delivering its health and safety functions.

REPORT TO COUNCIL

Lead Member: Leader – Councillor Alistair Beales			Other Cabinet Members consulted:	
			Other Members consulted:	
Lead Officer: Rebecca Parker E-mail: Rebecca.parker@west-norfolk.gov.uk			Other Officers consulted:	
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications (incl S.17) NO	Equalities Impact Assessment NO	Risk Management Implications NO

Date of Meeting: 25th June 2026

APPOINTMENTS TO OUTSIDE BODIES

Purpose of Report

This report seeks approval for the appointment of representatives to serve on a range of outside bodies and partnerships across all categories for 2026/2027.

Although Executive appointments are ordinarily made by Cabinet, all appointments – including those within the Executive’s remit – are being presented to Full Council for approval this year for clarity and consistency.

Members who would like to put themselves forward to serve on any Outside Body are asked to inform their Group Leader and Democratic Services prior to the meeting.

Recommendation

1. That the Council appoints representatives to serve on the Outside Bodies and partnerships listed in the report.
2. That Council approves the appointment of representatives nominated by the Panels to serve on Outside Bodies and Partnerships which fall within the Scrutiny and Regulatory categories as set out in the report.
3. That Council approve the representatives to serve on the Executive Outside Bodies and partnerships as set out in the report.

Reason for decision

To ensure continued involvement in the community by the Council.

1.0 BACKGROUND

- 1.1 Annually, Cabinet and Council are invited to appoint representatives to serve on a range of Outside Bodies and Partnerships in the following categories:

- Executive roles
- Scrutiny and regulatory roles
- Parish level representation, parished and unparished areas
- General appointments

2.0 GUIDANCE FOR COUNCILLORS APPOINTED TO OUTSIDE BODIES

2.1 [Guidance for Councillors appointed to Outside Bodies](#) was approved by Full Council in June 2025 and should be read by Councillors before they put themselves forward to serve on an Outside Body.

2.2 The guidance sets out the different roles that Councillors can have on Outside Bodies, Insurance cover, and role profiles.

3.0 FEEDBACK FROM MEMBERS ON OUTSIDE BODIES

3.1 In accordance with the Guidance agreed by Full Council, Councillors should regularly report back to the Council on the work of the Outside Body as set out below:

3.1.1 Cabinet Members and Executive Appointments Cabinet Members serving on Outside bodies will report via their Cabinet Members Reports to Council. Non Cabinet members who have been appointed to Executive positions will be required to provide an update to the relevant Portfolio Holder on a six monthly basis for the Portfolio Holder to include in their Cabinet Members report to Council.

3.1.2 Scrutiny Nominations (approved by Council) The Panels should request reports and updates from Councillors serving on outside bodies which fall within their remit and these will be scheduled onto the Work Programme on an, at least, annual basis.

3.1.3 General Appointments All Members are required to submit an annual report (or more frequently if there are things to report) to Democratic Services which will be published in the Members Bulletin to inform fellow Councillors of the work of the Outside Body.

3.1.4 All Appointments Above All Members appointed to Outside Bodies will be expected to liaise with the appropriate Assistant Director on a regular basis to update them on any issues or risks that could impact the Council. Assistant Directors and Councillors will be provided with a list of direct reports after this meeting.

If at any time Members feel that the work of the Outside Body is likely to bring the Council into disrepute or have any urgent concerns relating to the work of the Outside Body these should be reported to the Monitoring Officer immediately.

4.0 APPOINTMENTS TO BE MADE AT FULL COUNCIL

4.1 **Scrutiny and Regulatory Roles**

The Policy Review and Development Panels are invited to nominate Members to serve on the following outside bodies, for approval by Full Council. The Panel nominations are included in the list of appointments to be made in this report:

- Borough Council/College of West Anglia Liaison Board
- King's Lynn & West Norfolk Area Museums Committee
- Norfolk Health Overview and Scrutiny Committee
- West Norfolk Community Transport Project
- King's Lynn Football Club

4.2 General Appointments & Parish/Ward Level Representation

As set out in the list below. Members who would like to put themselves forward for the bodies listed should inform their Group Leader and Democratic Services in advance of the meeting to assist with meeting preparations and any ballots.

4.3 Executive Appointments

These are the appointments which are made by Cabinet, however for ease and clarity all appointments are coming to Full Council this year. Appointments that fall within this remit are corporate in nature and fall within the portfolio responsibilities of members of the Cabinet. Alternatively Cabinet can nominate a non Cabinet Member to serve on a particular body.

5.0 FINANCIAL IMPLICATIONS

5.1 Milage and subsistence allowances for Councillors attending meetings.

APPENDIX 1**APPOINTMENTS TO OUTSIDE BODIES FOR 2026/2027 TO BE MADE BY FULL COUNCIL ON 25 JUNE 2026**

Organisation	Type of Appointment	Number of representatives	Current Representative/s
Active Norfolk	Executive	1	Rust
Alive West Norfolk	Executive	2	Bhondi and Jones
Borough Council/College of West Anglia Liaison Board	1 x Executive 1 x Scrutiny	2	Beales (Executive) Osborne (Scrutiny)
Brancaster Commons Committee	Council	1	de Winton
Burnham Overy Harbour Management Committee	Council	1	Sandell
CNC Building Control Joint Committee	Executive	1	Moriarty
College of West Anglia Board	Executive	1	Osborne
Community Action Norfolk	Executive	1	Rust
Community Alcohol Partnership and Integrated Care Board	Executive	1	Rust
FCH and Borough Council Strategic Forum	Executive	3	Beales, Rust and Chief Executive
Gaywood Allotment Trust	Council	4	Collop, Rust, and 2 x non Council reps – Margaret Wilkinson and Christine Hudson
Health and Wellbeing Board	Executive	1 + sub	Rust and Anota (sub)
Hunstanton and District Festival of Arts	Council	1	Bubb
Hunstanton Advisory Group	Council	3	Dickinson, Pidcock and Cabinet Member
John Sugars and Backhams Almshouses Charity	Council	2	Heneghan + vacancy
King's Lynn and West Norfolk Area Museums Committee	Council x 1, Executive x 1 and Scrutiny x 3	5	de Whalley (Executive) Bland, Bubb and Lintern (Scrutiny) Kemp (Council)
King's Lynn Business Improvement District Board	Executive	1	Ring
King's Lynn Community Football	Council	1	Rust
King's Lynn Conservancy Board	Council	4	De Winton, de Whalley, Bearshaw

			and Jill Bennett (non Council)
King's Lynn Festival Board	Executive	1	Ware
King's Lynn Health and Wellbeing Board	Executive	1	Rust
King's Lynn Neighbourhood Board	Executive	2	Beales and Ring
King's Lynn Town Football Club	Scrutiny	1	Bland
Local Government Association and sub groups	Executive	1	Beales
Norfolk Arts Forum Executive	Executive	1	Lintern
Norfolk Climate Change Partnership	Executive	1	De Whalley
Norfolk Coast Partnership Management Group	Executive	1 + sub	Squire and de Whalley (sub)
Norfolk Countywide Community Safety Partnership Scrutiny Sub-Panel & Norfolk Police and Crime Panel	Council	1 + sub – from the Independent Partnership Group	Vacant – NCC Terms of Reference state that this year representatives should come from the Independent Partnership Group (last year it was from the Labour Group)
Norfolk Health Overview Select Committee	Scrutiny	1 + sub	Devulapalli and Kemp (sub)
Norfolk Joint Museums and Archaeology Committee	Executive	1	Lintern
Norfolk Parking Partnership Joint Committee	Executive	1 + sub	Ring and de Whalley (sub)
Norfolk Rail Policy Group	Executive	1	Everett
Norfolk RAMS (recreational impact avoidance and mitigation strategy) Board	Executive	1	Moriarty
Norfolk Records Committee	Executive	1	Lintern
Norfolk Waste Partnership	Executive	1 + sub	Squire and Moriarty (sub)
North End Trust	Council	1	Jones
North Lynn Discovery Centre Board	Executive	3	Rust, Jones and Bone
Outwell Charities	Council	1	Crofts
PATROL (Parking and Traffic Regulation Outside London)	Executive	1	Ring
Queen Elizabeth Hospital Governors Council	Council	1	Kemp

Safer Neighbourhood Action Panel Hunstanton	Council	2	Dickinson and vacant
Safer Neighbourhood Action Panel King's Lynn	Council	2	Bone and Heneghan
Sibelco – Leziate Quarry Liaison Committee	Council	2	Devulapalli and de Whalley
The Charity of William Cleave	Council	2	Ware + vacancy
The Wash and North Norfolk Coast Marine Partnership	Executive	1	Squire
West Norfolk and King's Lynn Girls School Trust	Council	1	Sandell
West Norfolk Chamber of Commerce Council	Executive	1	Beales
West Norfolk Community Transport Project	Scrutiny	1	Everett
West Norfolk Shared Prosperity Fund Partnership Board	Executive	2	Ring and Rust
West Norfolk Tourism Executive Forum	Executive	2	Ring and Lintern
West Norfolk Youth Advisory Group	Council	1	Rust

CABINET MEMBERS REPORT TO COUNCIL

25th June 2026

COUNCILLOR SUE LINTERN - CABINET MEMBER FOR CULTURE AND EVENTS

For the period 14th March to June 12th 2026

Volunteer Recognition

I would like to begin my report by recording my sincere thanks to the many volunteers who make such a significant contribution to our borough.

I recently attended the Volunteer Appreciation Evening, where we celebrated the dedication and commitment of the individuals who support our historic buildings, cultural venues, events and community initiatives. Volunteers are at the heart of so much that happens across West Norfolk. Whether preserving our heritage, supporting events, improving our environment or contributing in countless other ways, they make an invaluable and lasting difference to our communities.

Between January and May 2026, volunteers contributed 5,736 hours across the King's Lynn organisations and projects listed below alone. This remarkable figure illustrates the invaluable contribution volunteers make to the town's cultural, heritage and community activities.

Venue	Volunteer Hours
Guildhall	865
Town Guides	1,072
Baden Powell	812
King's Lynn Minster	2,200
Marriott's Warehouse Trust	200
Hanse Festival	125
Jewish Cemetery	252
Red Mount	71
Community Garden	24
Administration	76
Supporting The Walks	39
Total	5,736

King's Lynn Hanse Festival

The King's Lynn Hanse Festival took place on 24 May and once again successfully celebrated the town's important Hanseatic heritage.

The traditional parade concluded at Hanse House before a full programme of activities throughout the day. Entertainment included Nelson's Shantymen and Sirens at the Helm, the Cambridge Waites and Lithuanian dancers, alongside a variety of family activities.

Visitors also enjoyed preview screenings from the forthcoming film *Into the Mystic*, based on the story of Margery Kempe, followed by a q&a session with the filmmakers. Dr Paul Richards delivered an informative presentation on King's Lynn's

Hanseatic history, while trips on the Baden Powell and the local ferry proved extremely popular.

Despite the exceptionally warm weather, the festival was another successful celebration of the town's heritage and community spirit.

West Norfolk WyrdFest

I am pleased to report the launch of a new festival, West Norfolk WyrdFest, organised by CULTure Babylon and taking place throughout October before the Fear in the Fens programme.

The festival will celebrate folklore, mystery and local history through theatre performances, workshops and community activities across multiple venues in the town. A particular highlight will be the "Witches Quilt", created by local artists to commemorate women who were historically accused of witchcraft. Additional Borough Council activities will include escape room experiences at Stories of Lynn and family-focused events such as potion-making workshops for younger visitors. The festival is also being supported by Downham Market Arts Association.

King's Lynn Culture Steering Group

The King's Lynn Culture Steering Group continues to develop its long-term direction and strategic objectives. Current work includes the development of a dedicated website to improve collaboration between arts organisations, encourage partnership working and provide information on cultural activities across the borough. The group is also reviewing its Terms of Reference and future priorities and recently received an introduction to the work of the Hanse League and King's Lynn's role within it.

North Norfolk Cultural Partnership Conference

I attended the North Norfolk Cultural Partnership Conference, which provided valuable insight into current challenges and opportunities across the cultural sector. Particular emphasis was placed on volunteer recruitment and retention, including innovative ways of recognising and rewarding volunteers. An engaging presentation on film and digital media also highlighted the growing importance of short-form video content and effective social media engagement in reaching wider audiences.

Town of Culture

Work continues to progress on the development of the Town of Culture initiative, including the preparation of Terms of Reference and the identification of key priorities and flagship projects.

Guildhall

Work continues to progress well at the Guildhall site.

The live video feed of the restoration works remains extremely popular and continues to be used as part of educational visits through No. 29, encouraging residents and visitors alike to engage with the project. The forthcoming events programme has now been finalised, with the Dragon Arts Club fully booked for the half-term period. A wide range of school visits and educational events are planned, alongside celebrations for Armin Day in September and Heritage Open Day. King's Lynn's Shakespeare Week has become one of the most successful programmes of its kind nationally and has already been confirmed for 2027. The highly successful Dragon Festival will also return later in the year.

Custom House

I recently toured the Custom House to review the planned refurbishment works and future use of this iconic building.

It is important that its redevelopment both preserves and celebrates King's Lynn's rich maritime heritage while ensuring a sustainable future for the building.

Lynn Museum

The new exhibition, *Secrets from the Store*, is now open and will run until next summer. The exhibition showcases a fascinating selection of items that are rarely seen by the public, having previously been held in the museum's collections and storage. Highlights include a magnificent dolls' house, a money bank, drawings, toys, fans and many other intriguing artefacts, offering visitors a unique glimpse into the breadth of the museum's holdings.

The exhibition has been curated by Jan, who has done an excellent job in bringing together this diverse and engaging collection, and I would encourage anyone with an interest in our local heritage to pay it a visit.

Hunstanton Events Programme

In April I attended the launch of Hunstanton's summer events programme, which includes several exciting new additions alongside established favourites.

New events include a Beer and Gin Festival featuring local breweries and distilleries together with live music throughout the day. Other highlights include the return of the Open Air Cinema, Family Fun Days, "Peter Piper Picked Some Litter", Swim Safe sessions promoting sea safety, and Hunstanton's Mad Tea Party celebrating Afternoon Tea Week. The programme will also feature Beats by the Beach, Battle of the Bands and the ever-popular Soap Box Derby.

Subsequently, I visited Hunstanton alongside the Senior Tourism Officer and Cultural Champion to meet with local organisations and discuss future opportunities for the town. The visit included an inspection of the promenade improvement works and consideration of their potential impact on tourism, together with visits to the Princess Theatre, the Heritage Centre, Le Strange Arms and the Observatory. These visits and discussions provided valuable insight into the opportunities and challenges facing the town, while highlighting the significant investment and commitment of local organisations working to support Hunstanton's future development.

The Workshop Theatre Company

I was delighted to attend a special performance by The Workshop Theatre Company at its new home in the Old Library.

Having recently participated in the National Theatre Connections Festival, it was encouraging to see the continued success and development of this important local youth theatre organisation.

King's Lynn to Walsingham Way Pilgrimage Trail

The King's Lynn to Walsingham Way project was officially launched on 6 June under the leadership of Canon Dimond and the St Nicholas Parish Trust, with continuing support from the Borough Council's Tourism Team.

The 29-mile walking and cycling route promotes heritage, green tourism, physical wellbeing and support for local village businesses. Beginning at King's Lynn Minster, the route follows the historic pilgrimage traditionally travelled by English monarchs prior to the Reformation and can be joined at various points along its length.

Directional waymarkers have now been installed throughout the route with the support of Norfolk County Council Highways.

The project represents an excellent example of partnership working to promote both tourism and local heritage.

Stoke Ferry Question Time

On 6 June I chaired the inaugural Question Time event in Stoke Ferry, focusing on the history and future of farming in West Norfolk.

The panel brought together expertise from environmental management, agriculture,

drainage and sustainable farming practices, resulting in an informative and balanced discussion on the opportunities and challenges facing the sector.

Parish Council Engagement

I continue to engage regularly with parish councils across the borough and provide assistance wherever appropriate. Recent visits have included Crimplesham and Fincham, with ongoing dialogue helping to strengthen relationships.

Events Team

The Events Team has been working extensively behind the scenes to prepare for the busy summer programme. Significant work goes into ensuring that all events are delivered safely and successfully, including health and safety planning, road closures, marshalling, environmental management and logistical support.

In addition to delivering Borough Council events, the team provides invaluable assistance to numerous community organisations and local event organisers, helping to ensure a vibrant programme of activities across West Norfolk.

Borough History Film Project

Councillor Ware and I have been tasked with developing a film documenting the history of the Borough Council, with particular emphasis on the relationship between the Borough and its communities over time.

We are working with respected local filmmakers Martin Little and Robert Fuller and are currently developing the project's structure to ensure it reflects a broad range of historical themes and perspectives. As the project progresses, we would be delighted to hear from anyone who has interesting stories, memories or historical anecdotes that could help bring the Borough's history to life and enrich the final film.

Summary

The period has seen continued progress across a wide range of tourism, cultural and heritage initiatives. The strength of our volunteer community remains one of our borough's greatest assets, while new festivals, partnership projects and strategic developments continue to enhance West Norfolk's cultural offer.

Alongside investment in key heritage assets and a strong programme of events, collaborative working across organisations and communities is helping to strengthen both visitor experiences and local pride. I look forward to reporting further progress in the coming months.

2 Forthcoming Activities and Developments.

King's Lynn & West Norfolk Area Museums committee
North Norfolk Arts Forum
Water ski event
Hunstanton Festival
Hansa Committee
Festival Too

3 Meetings Attended and Meetings Scheduled

16/3 – Hanse committee
16/3 – History project meeting

17/3 – North Norfolk Cultural Partnership Conference

17/3 - Cabinet sifting

19/3 – Portfolio meeting

19/3 – Crimplesham PC

24/3 – Planning training

24/3 – NCC election briefing

25/3 – Portfolio meeting

26/3 – Cabinet briefing

26/3 – Full Council

31/3 – Wyrđ Fest meeting

31/3 – Guildhall meeting

31/3 – R&D

1/4 - Hanse Committee

2/4 - Scrutiny training

7/4 - member training

8/4 - Cabinet briefing

20/4 – Hunstanton Events launch

20/4 – Portfolio meeting

21/4 – Local Plan task group

22/4 - History project meeting

22/4 – Portfolio meeting

22/4 – Tour of projection sites

22/4 – Cabinet briefing

22/4 – Hanse committee sponsor event

23/4 – Portfolio meeting

23/4 – Cabinet

28/4 - History project meeting

28/4 – LGR training

29/4 – Hanse committee

29/4 – Summer Events season briefing

11/5 – Planning committee

12/5 - Kings Lynn masterplan briefing

13/5 – Custom House tour

13/5 – Guildhall project briefing

14/5 – Annual Full Council

16/5 – The Magicians House event

18/5 – Hanse committee

19/5 – Local Plan task group

21/5 – Cabinet sifting

23/5 – The Workshop theatre group event

24/5 – Hanse Festival

27/5 - History project meeting

27/5 – Portfolio meeting

1/6 – Planning committee

2/6 – Volunteer Day at the Guild Hall

2/6 – R&D

3/6 – visit to Hunstanton

4/6 – Cabinet briefing

5/6 – Cultural Steering Group

6/6 – Question Time at Stoke Ferry

9/6 – Cabinet

10/6 – Guildhall project board meeting

10/6 – Volunteer reception

11/6 – Town of Culture catch up

12/6 – Lynn museum

CABINET MEMBERS REPORT TO COUNCIL
25 June 2026

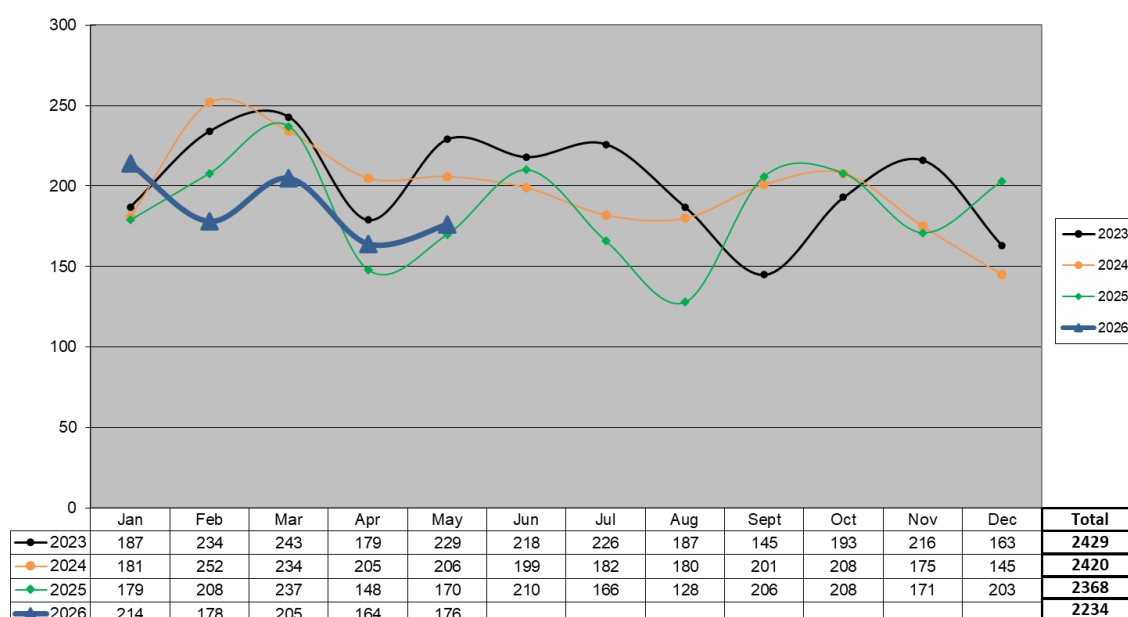
COUNCILLOR JIM MORIARTY - CABINET MEMBER FOR PLANNING & LICENSING

Firstly, my thanks to officers for the background work in compiling this report.

Planning and Discharge of Conditions applications received

Application numbers at the end of May are almost identical compared to the same period last year, 937 applications.

Planning and discharge of condition applications received



Major and Minor dwelling applications and householder applications received comparison

	1/6/23 – 31/5/24	1/6/24 – 31/5/25	1/6/25 – 31/5/26
No. of Major dwelling applications rec'd	13	29	29
No. of Minor dwelling applications rec'd	215	265	268
No. of Householder applications rec'd	601	594	532
Total	829	888	829

*Minor dwelling applications = up to 10 units

*Major dwelling applications = over 10 units

2025/26 performance for determining planning applications 1/6/25 – 31/5/26

	National target	Performance
Major	60%	96%
Non – Major	70%	93%

Appeal Performance – appeal decisions made by The Planning Inspectorate between 1/6/25 – 31/5/26. This measure is different to the ‘quality of decision’ measure.

	Officer delegated		Committee overturns		Total	
Appeals	Dismissed	Allowed	Dismissed	Allowed	Dismissed	Allowed
Planning	34	4	3	4	37	8
	89%	11%	43%	57%	82%	18%
Enforcement	6	2				
	75%	25%				

Quality of decisions

This measure calculates the percentage of the total number of decisions made by the Local Planning Authority on applications that are then overturned at Appeal.

The Assessment period for this measure is two years up to and including the most recent quarter plus 9 months. Therefore, performance at the end of May 2026 is calculated as follows:

Planning applications determined by the Local Planning Authority between 01/9/2023 to 31/8/2025 (not the date the Local Planning Authority receives the appeal decision from the Inspectorate) plus 9 months to allow appeals to be determined by the Planning Inspectorate = 31/5/2026.

The threshold for designation for both Major and Non-Major is 10% - this is the figure that should not be exceeded, otherwise there is a risk of the Authority being designated by the Ministry of Housing, Communities and Local Government (MHCLG).

MAJOR		
No. of Decisions Issued	No. Allowed on Appeal	% Overturned
110	1	0.91%

NON-MAJOR		
No. of Decisions Issued	No. Allowed on Appeal	% Overturned
2667	22	0.82%

Revenue income for financial year 2026/27 (Planning and Discharge income)

Figures are based on a full year projected income budget of £1,453,750.

Projected	Actual	Variance with projected
April 26 – May 2026	April 26 – May 2026	
£242,292	£277,993	+£35,701

Planning Enforcement Service Performance

KPI - 85% of new enforcement cases actioned within 12 weeks of receipt

2025		2026	
August	91.5%	January	91.2%
September	94.6%	February	87.0%
October	87.5%	March	100%
November	88.2%	April	97.9%
December	94.1%	May	91.8%

Set out below is a breakdown in relation to cases received and closed for the period 1/6/25 – 31/5/26 and the current 'live' cases.

- Number of cases received incl. high hedge 560
- Total number of cases closed 579
- Total number of current 'live' cases 304

Injunction action

Due to the non-payment of contributions required by Section 106 Agreement, during 2025 three interim injunctions were authorised by the Courts with this work on-going to secure the outstanding financial obligation. A further interim injunction was approved by the Courts on 30th March 2026. The matter remains on-going.

Resources

The enforcement team is made up of 2x full time, 2x part time (18½ hours per week each) enforcement officers, and the team leader, full time.

Parish Council Annual Update Sessions

The annual Parish Council update sessions are scheduled for 16th June and 22nd June.

There are three key areas on the agenda:

- Development Management update and National Scheme of Delegation
- Community Infrastructure Levy (CIL) – Parish Infrastructure Plans
- Creating a New Local Plan

Local Land and Property Gazetteer

GeoPlace has announced the winners of its 2026 Data Quality and Improvement Awards, and this year, the Address Management Team has been recognised with a Platinum Award for the third year in succession for the quality of its address data and the management of its Local Land and Property Gazetteer.

This is a significant achievement, addressing is an incredibly valuable resource for every local authority service, as it enables the identification and improvement of services and

outcomes for people and businesses. The work of the Address Custodian promotes better management and use of that data across the authority, and this award reflects the skill, attention to detail and commitment required to maintain high standards in an ever-changing dataset.

Community Infrastructure Levy

The CIL funding applications closed at 5pm on 1st May. Applications are encouraged for projects requesting between £10k and £100k – full criteria is available on our website:

[CIL funding applications | CIL funding applications | Borough Council of King's Lynn & West Norfolk](#)

The CIL Spending Panel met on 22nd June. The next round of parish payments will be sent to relevant parish councils by 28th April, and work for the FY25/26 Annual Infrastructure Funding Statement (IFS) will begin after close of accounts.

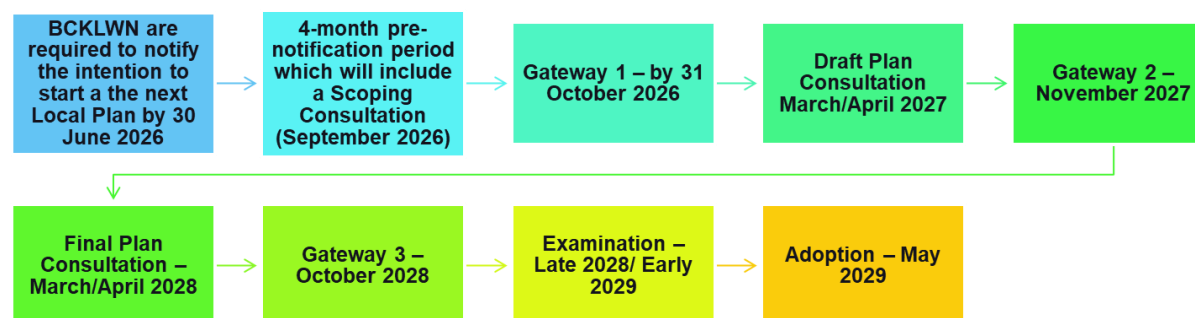
Local Plan and Planning Policy

Next Local Plan

You will recall that on the 15 January 2026 MHCLG (Ministry of Housing, Communities and Local Government) wrote to the Borough Council confirming that we are required to start our next Local Plan in the new plan-making system. We must do this by publishing our Notice of Intention (NoI), to prepare the next Local Plan, by 30 June 2026 and publish our Gateway 1 self-assessment by 31 October 2026. Overall, there is a 4-month preparation period and 30-months to complete.

In between these two dates we must also carry out a Scoping Consultation (for a minimum of 21 days). This is a new stage in the process, and it is designed to be relatively high-level and light touch. This is not asking for views on draft proposals, like most consultation exercises, but is an early-stage consultation aimed at asking those with an interest in the Local Plan what they consider should be included within the next Local Plan and how they would like to be engaged/kept up to date as preparation progresses. Feedback will inform the content of Local Plan and the engagement strategy going forward. Alongside this we will also consult the three main environmental statutory consultation bodies (Natural England, Historic England, Environment Agency) on our Strategic Environmental Assessment (SEA) Scoping Report.

Below is an indicative timetable for the next Local Plan:



Work continues at pace for both Members & Officers to meet the new statutory timescales. As part of this the Local Plan Task Group and the Planning Committee have been briefed on

the new plan-making system, and an All-Member Briefing Sessions took place on 26 May. Parish Council update sessions were scheduled for 16 & 22 June.

Call for Sites

Linked to the above, we know that our Local Housing Need (LHN) has risen from broadly 550 new homes required a year to around 1,000. This will be a significant challenge to meet through the next Local Plan.

We have concluded an initial Call for Sites. We went above and beyond the usual approach to ensure that we have the best available selection of sites to choose from. This included keeping the Call open for 17 weeks, ensuring there was simple online form to complete, newspaper, poster, and extensive online promotion, as well as engaging with the development sector. This has resulted in just over 750 sites being submitted. These are for a variety of different uses including housing (a full range of types), employment, renewable energy, and open space. I would like to thank those who took the time to engage and submitted their site for consideration.

Assessment will take place in due course. Officers are actively exploring the use of AI technology to assist with process given resource pressures and not least the new statutory timescales.

As part of the Scoping Consultation the intention is to publish a map of all the sites that have been proposed, and what they have been proposed for, and allow people to provide early comments. We'll also re-open the Call for Sites to provide another opportunity for sites to be submitted.

Five Year Housing Land Supply

The Government requires local planning authorities to significantly boost the supply of new homes. The [National Planning Policy Framework](#) (NPPF) (December 2024) requires the Borough Council to maintain a sufficient housing land supply, for at least the next five years.

The latest 5-year land supply position has been calculated for the 2025-26 monitoring period and shows our position as follows (against a minimum of five years' worth), for the period 1 April 2026 - 31 March 2031:

- For plan-making (that is, preparation of the next Local Plan), the housing land supply is **6.9 years**; or
- For decision making (that is, determining planning applications), the housing land supply is **6.2 years**.
-

The 5-year housing land supply data has been calculated with reference to the (latest) published housing trajectory. Further detail of which are available [here](#). For an explanation of why there are two different figures please see paragraph 78 of the NPPF linked earlier, in summary a 20% buffer is required to be applied for decision-making purposes due to the change in our Local Housing Need (LHN) figures. This is the same reason that a new Local Plan is required to be prepared.

Housing completions for 2025/26 = 708

Neighbourhood Planning Update

As of June 2026, there are 25 “made” (adopted) Neighbourhood Plans in place, covering 28 parishes. This includes three Neighbourhood Plans (Marshland St James, Syderstone and The Walpoles) adopted during the 2025-26 financial year.

Two further Neighbourhood Plans are expected to come forward to referendum in the coming months. Changes to the “basic conditions”, the legal tests that Neighbourhood Plans are required to meet, have entailed the preparation of revised basic conditions statements for the two plans which (in turn) has required the examinations of each to be extended. Further details are set out below:

Neighbourhood plans that have reached submission stage (Regulation 15) and are expected to proceed to referendum during 2026-2027 financial year

	Current position
Docking Neighbourhood Plan 2023-2039	Submitted by Docking Parish Council for independent examination, 14 August 2025 . “Regulation 16” consultation, 29 September – 10 November 2025; examination autumn 2025 – summer 2026; referendum/ adoption, late summer/ early autumn 2026
Walpole Cross Keys Neighbourhood Plan Review 2022-2038	Re-submitted by Walpole Cross Keys Parish Council for independent examination, 26 August 2025 . “Regulation 16” consultation, 29 September – 10 November 2025; examination autumn 2025 – summer 2026; referendum/ adoption, , late summer/ early autumn 2026

Other Emerging Neighbourhood Plans

	Current position
Dersingham	Neighbourhood Area first designated October 2017. During 2025-2026 moves to prepare a Neighbourhood Plan have been revived (since autumn 2025). Anticipated Regulation 14 consultation during 2026-2027.
Great Massingham	Neighbourhood Area first designated June 2021. During 2025-2026 moves to prepare a Neighbourhood Plan have been revived (since summer 2025). Anticipated Regulation 14 consultation during 2026-2027.
Ingoldisthorpe	Various draft evidence documents under preparation (e.g. Design Codes, Housing Needs Assessment) prepared, 2024-2025; anticipated Regulation 14 consultation during 2026-2027

Pentney	1st draft Plan (Regulation 14) consultation March-May 2023, following which Plan has been significantly amended (e.g. due to adoption of Local Plan 2021-2040). Preliminary 1st draft Plan and draft Strategic Environmental Assessment/ Habitat Regulations Assessment Screening Report signed off February 2026, allowing plan to proceed to Regulation 14. New Regulation 14 consultation anticipated summer/ autumn 2026; submission late-2026.
Shouldham	Preliminary 1st draft Plan and draft Strategic Environmental Assessment/ Habitat Regulations Assessment Screening Report signed off October 2025, allowing plan to proceed to Regulation 14. Regulation 14 consultation, 20 April – 1 June 2026; submission late summer/ early autumn 2026.
In addition, several other Parishes are designated Neighbourhood Areas, but progress with plan-making is unknown, or at an early stage	New Neighbourhood Plans: Burnham Overy; Outwell; Tilney St Lawrence; West Dereham Neighbourhood Plan reviews: Hunstanton; North Rington & West Winch

Overall, it is anticipated that the Docking Neighbourhood Plan and Walpole Cross Keys Neighbourhood Plan review will come forward to referendum during the 2026-2027 financial year. Other active emerging Neighbourhood Plans (Dersingham; Great Massingham; Ingoldisthorpe; Pentney; Shouldham) may come forward to referendum during the 2027-2028 financial year.

Despite financial support for developing Neighbourhood Plans, previously provided by Locality, having been withdrawn (reported to the Council on 31 July 2025), Neighbourhood Plans continue to come forward. Withdrawal of Locality funding may impact the ability of some communities to progress their planning work, and alternative support mechanisms may need to be considered going forward. However, in the short-term Neighbourhood Planning remains popular, but the impact of withdrawal of Locality funding and/ or changes to the National Planning Policy Framework (expected to come into place later during 2026) upon future Neighbourhood Plan preparation and/ or reviews in the medium/ longer term, remains to be seen.

LICENSING

- The Tobacco and Vapes Bill received Royal Assent on 29 April 2026 and is now the Tobacco and Vapes Act 2026. This is intended to introduce a “smoke-free generation” by banning tobacco sales to anyone born on or after 1 January 2009. It strengthens rules on vapes and nicotine products (including under 18 sales bans, proxy purchasing offences, and vending machine restrictions), introduces a comprehensive ban on advertising and sponsorship, and allows tighter controls on packaging, flavours and displays. It also creates a retail licensing scheme, and enables the expansion of smoke-free and vape-free public areas. Implementation is expected to begin in late 2026, with the main age of sale change expected to take effect from 1 January 2027.
- We have started the first round of inspections at all Gambling premises licensed within the borough. Premises includes - Adult Gaming Centres, Betting shops, Family Entertainment Centres & Bingo Premises. We are also carrying out a review of gaming machines within licensed Club premises.
- Government’s consultation on the proposal to move the taxi licensing regime from Local Authorities to Local Transport Authorities ran from 8 January to 1 April 2026. As yet there has been no update from Government.
- A Taxi Drivers licence was suspended by Members of the Licensing & Appeals Panel in May pending the pass of the Knowledge test. No further information can be provided due to the confidential nature of information.
- The Government has announced a draft Taxi and Private Hire Vehicle (PHV) Bill in the King’s Speech, setting out the most significant overhaul of taxi and PHV legislation in more than a century. Ministers say the reforms will modernise an outdated and fragmented system, strengthen public safety, and ensure passengers receive consistent, reliable services wherever they travel in England.
- Government has announced World Cup Football extensions - When a home nation (England or Scotland) is playing, there will be a national extension to licensing hours:
 - from 11:00pm to 1:00am for kick-offs from 5:00pm up to 9:00pm
 - from 11:00pm to 2:00am for kick-offs after 9:00pm up to 10:00pm

Cabinet Members Report to Council

25th June 2026

Councillor Chris Morley – Cabinet Member for Finance

Report to Council for the period 16 th March 2026 to 25 th June 2026
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1 Progress on Portfolio Matters
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<u>REVENUE BUDGET</u>

In 2023 the Lynn News invited Members of the newly formed Cabinet to outline the challenges that the newly formed Independent Group were facing. At that time the Government were encouraging Local Councils to use funds that were available in their General Reserves to balance their budgets as central funding was being restricted. The financial plan offered by the previous Administration, and accepted by the Council on a majority vote, plunged the Council's general fund into a black hole by 26/27 of some £4m. This was a clear indicator that this Council may not be sustainable by that financial year with the possible threat of the Chief Finance Officer having to issue a "114" Notice and stop all non-statutory activities.

I was recorded in the paper as saying that, through our term of office, we were not only determined not to let this happen but also to handover a positive financial position at the end of our term in May '27.

Accordingly, we initiated a range of efficiencies, reducing officer numbers, where appropriate, through natural wastage and increasing fees for non-statutory services which had been frozen for 2 years over a period of increasing inflation and were not covering fully allocated costs.

However, we did not neglect our residents who were struggling to make ends meet and to complement the national benefit for pensioners we increased our discount on Council Tax for working age people, to 100%.

We also decided to take advantage of recent legislation to support our homeless and subsequent empty property strategies, to apply the extra 100% premium for second and empty homes.

We also secured a new Leadership team and ensured a greater buy in to and understanding of our plans by our service divisions and I am grateful to all the people within this Council who, under new Officer Leadership, have accepted the challenges of continuous finance and operational improvement.

This work and ethos have resulted in us predicting an £11m surplus in our General Reserve going into 26/27. This is a positive £15m turnaround as a result of our policies and gives us headroom to invest further into the various communities of West Norfolk and to help this we look upon all Councillors to identify opportunities to help their residents, whether through capital or revenue expenditure.

As a start we have initiated the extra £500k fund and if oversubscribed, there may be further opportunities.

This is over and above our ongoing support of over £400k we grant to help residents and support local events, including, Shelter, Norfolk Community Transport. Swan Youth Centre, West Lynn Ferry to name but a few.

Our Small Grants Scheme will also be open shortly and which is being supplemented by our Community “pot” resulting from the WINS lottery.

BUDGET SETTING 26/27 and 27/28

We usually have our parameters set by Government around Christmas time for the following financial year and in December '25 we were set a severe and unreasonable challenge. Our Business Rates take, and support grants were severely reduced, so much so, that most of the financial gains that I describe above would have been wiped out. However, virtually at the end of our budget setting cycle, we secured a reprieve with the inclusion of rates from the “green” infrastructure in our district and further revenue support. This put us virtually back on an even keel but with much reduced time for scrutiny. As a precaution for a similar occurrence next year, the Leader has asked for an enhanced scrutiny process to involve Group Leaders in the formulation period. This process is contained within the Community Grant Project and Budget Setting paper that is doing the rounds at the moment.

I trust the above will demonstrate, or at least indicate, that we have entered 26/27 in good shape. We have further efficiencies planned for 27/28 but are conscious that Government may not deliver equivalent support. We also have LGR to organise which will entail significant officer resource. We therefore have to be prudent with both our forecast for cost reduction and release of reserves but not to the extent of continuous support to those that need their Council not only to provide value for money but help in every way it can.

CAPIAL EXPENDITURE

Our forecast spend for 2025/26 in the 2/2025 Medium Term Financial Plan was £42.94m and our actual spend outturned at £39.65 or 92% of forecast. To me, who complained in earlier years, about poor forecasting and the robustness of the relationship between our capital planning and Treasury forecasting, a figure of 92% is a great result and a reflection of a greater focus progressively placed by all involved to improve. (Actual v. Forecast 24/25 - 73% and even lower in earlier years).

EARMARKED RESERVES

The 25/26-year end figure was £35m and we regularly review all earmarked funds to check the headroom to cover commitments we have and to support service risks, asset management, replacement and such like. Where feasible we will release funds to service community needs.

STATEMENT OF ACCOUNTS

The external auditors, EY, have completed their audit of 2024/25 in accordance with the code of practice issued by the National Audit Office and International Standards. Their full opinion was presented to the Audit Committee on 15th June and is available within the Committee papers. In their Value for Money commentary, I am assured by the overview of their conclusions, which is: “Based on the work performed, the Council had proper arrangements in place in 2024/25 to plan and manage its resources to ensure it can continue to deliver its services”.

We have agreed a timetable of interaction with EY to deliver a final auditor’s report, for 2025/26 by January 2027 and before the Government statutory Backstop date of 31st January 2027.

AUDIT COMMITTEE

Two appropriate independent members for the Committee have been interviewed and accepted. They will join the September meeting once the appointment process is complete. These appointments are in line with CIPFA recommendations and posts that we have been trying to fill for some time. They should prove a refreshing addition to this Oversight Committee.

ICT

We have a considerable programme of investment in both capital and people support to deliver our key priorities of:

- Cyber security
- Effective disaster recovery and backup
- Infrastructure renewal
- Enhanced software rollout to improve efficiencies, and
- Tracking financial savings and social value.
-

We need the extra people resource for LGR and capital for new equipment. We trust the capital sum of over £1m will be sufficient but the growth in data centres for AI and global demand for memory and processing products increasing rapidly, is pushing up prices and extending lead times. However, although later than planned, we now have visibility of deliveries and costs. Without further market changes, we plan to be able to proceed effectively for security, efficiency and LGR requirements.

I am not going to repost much on cyber security, but hardware is being configured and on its way to improve our back up systems.

Products, such as servers, which, unfortunately have much overdue “best before” dates are on order.

Microsoft E5 and Windows 11 are being progressively rolled out this year with organisation wide deployment by November '26.

Taken together we need to ensure a better security blanket and revenue cost savings. Also, the Social Value is being considered and assessed in a more

structured manner and is an important part of this Council's realisation of value for tax payers which has, hitherto, been under reported.

PROCUREMENT

The procurement and contract management team are beginning to work closely with our neighbouring local authorities in preparation for local government reorganisation.

We are part of a group of all Norfolk authorities, which has begun to meet regularly to build a combined contract register with core data relating to the contracts held by each council (i.e. suppliers, values, start and end dates, service categories). This will provide LGR-relevant insights such as a shared pipeline and contract portfolios by spend category. At a later date more in-depth data will be captured to allow understanding of (for example) termination clauses relating to contracts in any particular spend category).

Following on from the report on March, we are shortly expecting a report from our consultant Robbie O'Driscoll, from Local Government East Talent Bank, on non-compliant spend and how this can best be addressed.

Our current major procurement project include:

- Custom House --- The tender process is now complete and a preferred bidder has now been identified. Due diligence checks have been completed satisfactorily, and the contract is being finalised with a view to the contractor being on site later in the Summer.
- Hunstanton Coastal Defence Works --- we continue to work with Balfour Beatty in preparations and plans for the major works.
- Designer for immersive experience at the Guildhall --- This process is now complete and Four Communications Ltd were appointed.
- Arboriculture & Landscape services – we have just begun on renewing this framework

WINS LOTTERY

At the time of reporting there are 77 live causes receiving the benefit of this scheme and 775 tickets purchased.

Over the past year these causes have received £16k to help their operations. Those that take part, have, since 2018, ensured that the top 2 causes have secured at least £12K and £9k respectively.

This Council also has its own share which will help our Grant Schemes in a small but significant way.

2 Forthcoming Activities and Developments

Whatever is needed to respond to events financial and otherwise.

3 Meetings Attended and Meetings Scheduled
Portfolio meetings. Cabinet briefings and Sifting. Cabinet, Shareholder Committee, Drainage and Flood Resilience Group. Housing Development Steering Group. CPP and Audit Panels. As many Ward Parish Councils as I can. Analysis and reading to improve performance of this Council. Ad hoc meetings with Officers

Cabinet Members Report to Council

June 2026

Councillor – Jo Rust cabinet member for People and Communities

For the period - 16th March 2026 – 15th June

Progress on Portfolio Matters. –

Creating Communities

I attended the opening of our new library building on March 16th, which is a fantastic facility. The opening saw large numbers of visitors and the facility and what it offers will really bring our communities together.

I attended an update on the piece of work led by the police which has been named RISE. This work has been going on for some time and partners are now in the build phase where the criminal elements have significantly reduced and been held that way and now there's a stronger focus on the community cohesion as the community have been given the space to breath and thrive. There is ongoing work to identify assets which include people who can lead in their community and there has been a recognition event held. There's a 4 p plan – Pursue, protect, prevent and prepare. There are plans to take on a community engager to help progress the work in the area. It must be noted that the crime level in North Lynn only equates to 5% overall and at its highest was 8%.

We've received several Pride in Place presentations and learnt that it will be community led with a focus on strengthening social capital in neighbourhoods. And where healthy lives are supported, linking strongly with the work being undertaken on Marmot.

I was pleased to attend the 40th anniversary of Careline. One of the members of staff, Tracey, had been with the team since the outset. It's a real success story and helps to maintain communities by allowing people to stay in their own homes as they get older. It also provides friends and relatives with certainty to know their loved one is safe.

Food for thought has been running successfully from the training kitchen at the new library and I have observed some real friendships building up as people are coming together on a weekly basis to cook and share food. It's such a successful series that it's included in our economic strategy.

Partnerships with Health

I met with the new managing director of the QEH, Michelle Arrowsmith and heard from her the work which is being undertaken to turn the hospital around but how this would take time and that sustainable change was needed.

Skills

Our council has a raising attainment budget which was established as it was recognised that our area had lower than average attainment levels. Boost is a skills programme that was initially funded through the Towns Fund and was used as a test bed that NCC have since rolled out all over the county. We have a skills group that includes RAF Marham, the QEH, JCP and other partners.. We have very low levels of GCSE passes and previously it's been explained away as being because we have high levels of disadvantage. This explanation has been rightly challenged. We work in collaboration with local schools and the college and have led on a number of projects to increase attainment, such as Grow Your Own. We have identified some inequality in some of the Norwich based projects, such as schools receiving exactly the same amount of funding to send pupils to a careers fair held in Norwich, despite students from our area having much further to travel. A skills advisor would significantly improve the focus on skills and training. We want to see an increase in the number of students doing T levels, but take up is low as neither parents nor employers understand them fully. The skills team are project based and now boost is being supported by Connect to work, which provides a soft handover to young people moving up who might be at risk of unemployment. Connect to work support a wide range of cases, but it's all work focussed on getting people into employment especially those who experience illness. Connect to work are based at the Discovery Centre.

Further information about the programme can be found here - [Connect to Work to support more than 4,000 people facing barriers to employment - Norfolk County Council](#) But in the west we have one of the lowest referral rates to Connect to Work. I attended the school's collaboration meetings at the College of West Anglia where we heard that the ICB co-ordinator post had been awarded to CoWA. This 2-year post will work to recruit work experience to health. Meaningful work experience is now a must. The aspiration is that aged between years 7 – 9 will be provided work experience opportunities in each of the priority growth areas so by year 10 the student can understand a career pathway. We hear dhow some schools have a real challenge with careers offers and there are plans to set up a career portal. There's a programme called Ontrack plus which is a NEET indicator and can be seen from year 7 not just years 10 and 11, meaning steps can be taken early on to try to prevent a young person not being in education, employment or training. Feedback so far is good, with potential NEET students being identified. Before the end of term there'll be a careers and parents webinar to help increase understanding of what is available to young people. The 3 biggest challenges are employer engagement, school engagement and tightening up with work experience offer. We then had an in-depth presentation from TechEd who are based in Norwich but work across schools and local authorities all over the UK. They offer Tech Youth which is for those aged between 11-18 to spark interest in technology and encourage uptake of digital and computing qualifications at age 14-16 and particularly for those from a poorer background. Our council is planning to fund a programme working with them which will culminate in a hackathon at the corn exchange where students will build tech solutions to healthcare challenges. With the building of a new QEH which will use high level tech this should place us in a strong position to supply locally based individuals to work and operate the IT and tech there. All this is done to raise

attainment in our young people and provide decent training leading to good jobs and employment.

Housing and Homelessness

Our council has been the largest recipient in Norfolk of Local Authority Housing Fund money. This is a demonstration of our ability to deliver and to utilise housing commissioned by our own companies. It was gratifying to learn that our housing team had been nominated for a national award because of their delivery. While they weren't successful in winning the award, the nomination was a great recognition of the excellent work that they do to overcome homelessness and deliver affordable, decent home that make such a big difference to the lives of our residents. Regarding homelessness we perform well at prevention when compared to other districts and the number of rough sleepers on a single night is consistently at 3. Some refuse offers of assistance. Those in nightly paid accommodation used to sit at around 30 but is now down to 10. We are continuing to reduce our need for nightly paid and our intention is to get it to zero.

I attended a housing development steering group meeting where we learnt more about the properties being delivered directly through the council and our partners Lovells. This work includes a social value element which looks at jobs and the promotion of local skills and employment and healthier lives. Our homes are built to the Future Homes Standards which ensures new homes are energy efficient, low-carbon, and cheaper to run. We also have a policy on adaptable and accessible homes which states that 40% of new homes must be built to meet requirement M4(2) of Part M of the Building Regulations: Category 2 for accessible and adaptable dwellings. This will mean that old age or illness won't necessitate a house move, as the property can be adapted to meet needs. Our council also requires that a minimum of 5% of affordable housing contributions (new dwellings) on major housing developments to accord with Category M4(3) and be wheelchair adaptable.

Housing Standards

Waiting to assess the impact of the Renter's Rights Act.

Beat Your Bills

None attended

Community Transport

I continue to work with West Norfolk Community Transport as one of our local travel suppliers. It's recognised that transport is one of the key drivers to economic growth. WNCT are responsive to the needs of our community and have been actively working to overcome barriers felt from NCC. The organisation are trying to establish a route to the QEH which will meet the needs of the staff who work there and the shifts that they do. The charitable arm of the company are a significant partner when it comes to overcoming social isolation and loneliness .

Assets of Community Value and Bus Shelters

We are currently waiting for UKPN (UK Power Network) to disconnection the electricity to the remaining bus shelters with three left to do. They aim to have these completed by the end of July, once done we will schedule in the shelter removals/installations. So nice new bus shelters to encourage our residents to use public transport.

I attended LGA training on what it means to be a town councillor. This is relevant to assets of community value as potentially some of our assets could move to a town council should this be progressed. Time will tell.

Healthier Lives strategy

I attended a meeting with Active Norfolk and Alive Leisure. Our relationship with Active Norfolk enables us to meet targets to encourage healthier and active lifestyles for our residents. Encouraging our residents to become physically active is the way that we help them live longer in good health.

There have been three health and wellbeing partnership meetings since my last report, although a health and wellbeing board meeting at Norfolk County Council has been cancelled as there is currently no councillor appointed to chair the meeting at that level. We heard a presentation from the food for thought team about the success of the academy which is being delivered at Greenpark Academy for students there and then at St Michaels School in South Lynn. At the end of the series of sessions pupils take part in a graduation ceremony which their parents attend to celebrate their achievements. We learnt that there is a mental health hub which will be located at Chatterton House. We have requested that we hold a joint meeting with our Breckland Counterparts. At the Health and wellbeing partnership held in June we received a presentation about the crisis resilient fund which has replaced the household support fund. It's well worth making yourself familiar with this fund as your residents may need to be referred.

<https://www.norfolk.gov.uk/article/39493/Crisis-and-Resilience-Fund>

The fund will run until 2029 and provides longer term certainty in respect of funding. There is a shift in national expectations and a move from blanket support to targeted needs tested support prioritising the poorest households, offering longer term, wrap around services. We want to build on what worked well with the household support fund and increase capacity and join things up better. If you're over 16, live in Norfolk and able too show that you're in financial hardship and claiming benefits or working but on a low income with minimal disposable incomes then you could be eligible. It can be used for Food, energy, heating, oil and LPG, water, clothing such as uniforms, warm winter clothes, essential kitchen appliances, essential transport related costs and digital connectivity. The list is not exhaustive, but illustrative. There is also a heating oil crisis fund, which for some of our rural residents, could be a vital lifeline.

I attended the LGA Independent Health and Wellbeing meeting where we spoke about early prevention to avoid costly treatment later on. We are cognisant of the potential for this to cost shunt from the NHS to local authorities. Good housing with green, open spaces and community centres were given significant importance because of the role they play in keeping

residents healthy and happy. Mental Health was a subject for discussion noting that minority groups suffer worse mental health because they have more risk and access to fewer services. Work is underway to sustain MH literacy at work and to boost families and communities knowledge about MH through a programme called Future Minds Neighbourhood. The intention is to embed MH in all policies approach and introduce a MH commissioner to go alongside the children's commissioner and DA commissioner. The new MH Act, which will be implemented over the next 10 years will give more choice and autonomy and treat the person as an individual. The act exists to treat people against their will, but seeks to address the inequalities within it. For example, you can write an advanced choice document which means you can choose who your nominated person is rather than it automatically being your spouse or parent. Section 3 can see people with autism or learning difficulties without a co-occurring MH condition, being detained for longer periods of time. This will no longer happen. There will be greater access to 1st tier MH tribunals If you're in the criminal justice system you'll have faster transfers to care in hospital when this is needed. This will be welcome news to residents who experience poor MH.

I attended an event in London called delivering devolution and health equity which Sir Michael Marmot was present. It was a very interesting round table event where we discussed the ways that local authorities were working to increase health equity. I was proud to speak about the work that our council alongside partner agencies, were doing. We heard how health inequality has a £5 billion cost to the economy so it is vital that we work to overcome this. We heard about the changes which will happen due to the devolution act and how it will put a statutory duty for Strategic authorities to consider health improvement and health inequalities. We considered whether devolution could help reduce health inequalities in England. It was agreed that there needed to be an embedding health in all policies approach. It feels like there are a lot of "embedding" in all policy approaches being expected. We also discussed a special development strategy to improve health through planning policy. I've previously written how NHS and healthcare play a relatively small part in keeping us healthy, so there's a need to change the narrative and place greater focus on preventative work and the wider determinants of health. The importance of good data was discussed as this can help prove that the measures we're implementing are making a difference. We need to take action that will stop the need to pull people out of the river. Sadly, our healthy life expectancy is actually falling, and we have greater levels of poverty than both Poland and Slovenia. And despite the two-child cap being lifted we still have 4.5 million children growing up in poverty. The following day I attended a Local Government East online round table titled health innovation in deprived areas which covered a number of various matters such as Neighbourhood health service which will see the reorganisation of services around defined local population (30 to 50K) with key features. We must adopt a population health management approach which calls for local knowledge about your population and knowledge of where interventions are most needed. Population health management was once again referred to as were neighbourhood health centres with a colocation of services. It's expected that the new mental health hub I previously mentioned will include a colocation of

services. There was also a discussion around mobile health stations which more easily enable people to get basic health checks like blood pressure, heart rate and heart age etc, carried out. They also ask questions about levels of physical activity and alcohol intake. They can be based in the community, in workplaces, at centres which support homeless people. These are very useful for people who struggle to see a GP, such as homeless people. Currently these machines don't send the data on to a registered GP. These machines were also referred to at the June health and wellbeing partnership meeting and we have one in Tesco Hardwick with another being commissioned. We heard how many of the complexities experienced by the public are down to our own systems and how they've been set up or how they have evolved. There was acknowledgement that we need to use data and be target driven. As you can see, health and driving forward change has been a major focus since March. I saw Sir Michael Marmot the following day at the shared Place and Health and Wellbeing Partnership meeting where becoming a Marmot place was the focus of the afternoon.

Youth

I attended one of the regular YAB meetings and learnt that going forward the new library would be used as a venue. Young people are concerned about environmental issues and Mental Health. The young people had enjoyed a residential to Brighton. They gave an update on their disability campaign, which is gaining a lot of attention, seeing them attend an all party parliamentary group meeting on play.

Safeguarding

We need to make a start on Safeguarding training as this is a statutory responsibility. We also have a pilot around section 11 programme which is a statutory audit around the children's act. Previously it was a written report but this year it'll be a shorter written return followed by a face to face with staff. Last year we were seen as an exemplar, but due to a lack of training, that might not be the case this year. We would all benefit from EDI training. Our white ribbon has approved our action plan on a conditional basis pending further discussions. Overall, they have highly commended our approach. This is very gratifying to hear as I know how hard officers have worked on it. We plan to introduce a whole action plan for safeguarding and white ribbon.

Customer relations and CIC

The CIC team continue to deliver excellent services for our residents and transform the way that they work to become more focused on customer service. The team are responsive and make changes necessary to deliver services more efficiently for our residents. The team won Team of the Year, which was well deserved. The team have recently had a change of lead, with Laura Walters taking on the role previously held by Jo Hillard, who has gone to IT for a 2-year secondment. 67% of calls are now dealt with by Nova, the AI addition. The average time to answer web chat is just 26 seconds and there is a customer satisfaction rate of 93% which is higher than target. 17041 calls were dealt with over the last 2 months. A scanner system has now been implemented so that customers don't have to leave their documents if they don't want to.

Forthcoming Activities and Developments.

Clean Air Day
KLAC
Behaviour Change training
Cabinet Briefing
Armed forces flag raising
Cabinet sifting
Launch of BIPC at Library
Food for Thought
LGA Neighbourhood Health and Mental Health

Meetings Attended and Meetings Scheduled

Portfolio briefings – Health and Wellbeing
Portfolio Briefings – CIC
Portfolio Briefing - Housing
Full Council
Health and wellbeing partnership meetings (monthly)
E&C
Alive, Active Norfolk and KLWNBC catch up
Freebridge briefing
Housing Developments steering group
Joint Group Meetings
Cabinet/special cabinet/cabinet sifting/Cabinet Briefings
Food for Thought at the new library
Homelessness and housing delivery briefing
LGA Independent Health and Wellbeing meeting
KLAC
Adaptive Sport Hub launch
West Norfolk Community Transport meeting
Joint Place and Health and Wellbeing meeting
Leisure facilities meeting
LGA training - various
Planning Training
West Norfolk Community Transport
Raising Skills and Aspirations
CIL Briefing
Values and Behaviours briefing
Active Norfolk
QEH management meeting
PMO briefing.
Transformation Board
Homes and Health Briefing
Budget Scrutiny Training
Scrutiny Training
LGR briefing
YAB meeting
Housing delivery strategy meeting
Carer's Voice
QEH briefing

Workshop performance of Call me John Schools Collaboration meeting ELT/Cabinet away day Guildhall briefings Carers Voice KES 40 years of careline Licensing AGM

CABINET MEMBERS REPORT TO COUNCIL

26th March 2026

COUNCILLOR SIMON RING - CABINET MEMBER FOR BUSINESS, PROPERTY AND LEISURE

For the period 17th March-15th June

Since my last report to Council in March, there has been an exceptionally high level of activity across the Business, Property and Leisure portfolio. The breadth of work being undertaken across regeneration, property, economic development, leisure, heritage and commercial assets means it would be impossible to capture every meeting, project and decision within a single report.

Accordingly, this update focuses on a selection of the most significant developments and areas that I believe will be of greatest interest to Members. Behind these highlights sits a considerable amount of ongoing work by officers, partners and stakeholders that continues to drive investment, opportunity and improvement across West Norfolk.

Economic Development and Business Engagement

Supporting local businesses remains a key priority. During this reporting period I have met with a wide range of employers and investors including C J Rust, Gayton Estates, Collisons Cut Flowers, Le Strange Estates, Norfolk Natural Living, Advanced Engineering and East Coast Gelato, amongst many others.

These discussions provide valuable opportunities to understand the challenges facing businesses, demonstrate the Borough Council's support for enterprise and investment, and identify opportunities for future growth and partnership working.

The Enterprise Zone continues to perform strongly. Two further units have been let during this period, leaving only one remaining unit currently available, which is attracting interest. In addition, serious enquiries have been received regarding two further development plots.

Our commercial agents, Brown & Co, continue to perform strongly in securing lettings, lease renewals and asset disposals, whilst Colliers have provided valuable support in the marketing of specialist assets including Vegas and South Shores caravan parks. Current asset sales proceeding or under offer exceed £6.5 million.

Asset Management and Property

Significant work continues across the Council's property portfolio.

Discussions regarding Stylement Court have focused on future disposal and housing options. Consideration is being given to a range of possibilities including retention, discounted sale, increased social housing provision and shared ownership opportunities. Discussions have taken place with our housing companies regarding the potential acquisition and management of properties within the development.

I am pleased to report that Liz MacDonald has now joined the authority as Assistant Director for Property. Liz is undertaking a comprehensive review of resources and operational requirements to strengthen the property function and support delivery of a robust Asset Management Plan. This work builds upon the foundations established by Jason Birch and will be critical in maximising value from the Council's estate.

The Council continues discussions with the administrators of NCP regarding Church Street Car Park. Our position remains clear: either the full contractual rent is paid, or the Council will exercise its rights to regain control of the asset and operate it directly.

Regeneration and Masterplans

Both the King's Lynn and Hunstanton Masterplans continue to make progress.

The King's Lynn Masterplan has now completed consultation and officers are preparing the final documentation for Cabinet consideration, with the intention of bringing the document forward as Council policy.

The Hunstanton Masterplan has also moved forward, although additional efforts are being made to secure greater stakeholder engagement to ensure local business and community views are fully reflected in the final proposals before the next consultation stage.

A team of officers and Members attended the UK Real Estate Investment and Infrastructure Forum (UKREiIF) in Leeds. The event provided an excellent opportunity to promote West Norfolk's investment potential, showcase our regeneration ambitions and engage directly with investors, developers and government agencies.

Encouragingly, a number of follow-up discussions are now underway with organisations interested in exploring development opportunities within the borough.

Heritage

The Guildhall and Creative Hub project continues to progress well.

Major construction activity is now underway, including full scaffolding installation, roof works, structural alterations within the White Barn and archaeological investigations. Recent discoveries have provided further insight into the site's historic use, including evidence suggesting the White Barn once operated as a brewery.

Importantly, the project remains on programme and value engineering exercises continue to provide greater financial resilience while maintaining project ambitions.

I was also delighted to attend the launch of St James House in The Walks. Operated by Connexions, the facility provides a collaborative hub for charities and voluntary organisations. The concept will enable organisations such as the Foodbank and Citizens Advice Bureau to share facilities and resources, ensuring a greater proportion of donated funds can be directed towards frontline services.

Leisure and Wellbeing

The leisure portfolio continues to demonstrate significant ambition and momentum.

Lynnsport Development

Feasibility work and RIBA Stage 2 concept designs have now been completed for the future redevelopment of Lynnsport. Proposals include a new leisure building incorporating an eight-lane 25-metre swimming pool, learner pool with adjustable floor, and splash play facilities. The project is now ready for Cabinet consideration.

Adapted Sports Hub – A Landmark Project for Inclusion

One of the most exciting developments since my last report has been the formal launch of the Adapted Sports Hub project at Lynnsport.

The Adapted Sports Hub Trust has now signed a long-term lease with the Borough Council, providing the foundation for the development of a dedicated, fully accessible facility designed specifically for people with disabilities and additional needs. Fundraising activity is now commencing, with approximately £3.2 million required to deliver the project.

This pioneering initiative brings together the Borough Council, Little Discoverers, Little Miracles, Pelicans Hockey Club and the Adapted Sports Hub Trust in a partnership committed to creating transformational opportunities for residents of all ages and abilities.

The proposed facility will provide specialist equipment, inclusive training spaces and flexible multi-purpose areas supporting a wide range of adapted sports and physical activities. Beyond sport itself, the Hub will become a centre for community engagement, coach development, education and wellbeing, helping to create a more inclusive sporting culture throughout West Norfolk.

The launch event was one of the most inspiring evenings I have attended in public life. Young people supported by organisations including Little Miracles, Little Discoverers and Ride United spoke passionately about how access to inclusive activities had transformed their lives and aspirations. Their stories provided a powerful reminder of the life-changing impact that projects such as this can deliver. This development is about far more than a building. It is about removing barriers, improving independence, enhancing wellbeing and ensuring that every resident, regardless of ability, has access to high-quality sporting and recreational opportunities.

Once completed, the Adapted Sports Hub will be a facility of regional significance and a lasting legacy demonstrating West Norfolk's commitment to inclusion, accessibility and community wellbeing.

I intend to arrange a Member briefing to ensure all councillors have an opportunity to see the detailed plans and understand the enormous potential of this project.

Additional Leisure Projects

Work also continues with the Lawn Tennis Association on proposals to develop padel courts at Lynnsport and create a covered indoor tennis facility. The LTA has identified this as a strategic project and has committed more than £1 million towards

its delivery. Detailed plans are now being developed.

Progress is also being made on a new 3G pitch at King's Lynn Academy, supported by the Football Foundation, Lawn Tennis Association and Norfolk Cricket. Club engagement and programming work is currently underway.

In Downham Market, discussions continue with Norfolk FA, the Football Foundation, Downham Market Town Council and Downham Town FC regarding a further 3G pitch development at the Jubilee Centre. Partnership funding has been identified and work is now progressing on the detailed scope of the project.

Looking Ahead

The pace of activity across the portfolio shows no sign of slowing. Significant opportunities continue to emerge across regeneration, property, leisure, heritage and economic development.

The coming months will see further progress on the King's Lynn Masterplan, investment opportunities arising from UKREiiF, the Guildhall project, Lynnsport redevelopment proposals and, importantly, the fundraising and development of the Adapted Sports Hub.

I remain grateful to officers, partners, businesses, community organisations and fellow councillors whose commitment and enthusiasm continue to help deliver positive outcomes for residents across West Norfolk.

I have met with the following officers, most of which are scheduled for further meetings in the coming months.

Duncan Hall
Kate Blakemore
Michelle Drewery
Emma Hobbs
Stuart Ashworth
David Morton
Chris Black
Jason Birch
David Gent
Anne-Marie Ketteringham
Jemma Curtis
Connor Smalls
Robin Lewis
Tim Fitzhigham
James Grant
Tim Baldwin
Phillipa Sillis
David Whiles
Hannah Wood-Handy
Nicola Cooper
Jo Stanton
Liz MacDonald
Emma Kavanagh

Apologies if I've missed some which I'm sure I have!