

OFFICER MAJOR PROJECTS BOARD MEETING NOTES

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



Date: 14 th August 2025			Location: Via MS Teams		
Time: 9:00am			Chair: Michelle Drewery		
Board Attendees					
Michelle Drewery (MD)	James Arrandale (JA)	Carl Holland (CH)			
Optional Attendees					
Vanessa Dunmall (VAD)					

Apologies					
James Arrandale (JA)					

		Action Log Ref No
1.	Apologies – JA	
2.	Action Log The Board reviewed the OMPB Action Log and actions were updated accordingly.	
3.	Notes from the previous meeting Notes from the last OMPB meeting had been agreed by the Chair ahead of the MMPB meeting held on 12.05.2025.	
4.	Project Highlight Reports Project Highlight Reports covering Q1 2025/26 as follows, were reviewed. Of note: <ul style="list-style-type: none"> a. P-21.02 NORA EZ – Road Infrastructure <ul style="list-style-type: none"> - Subject to one tweak in wording, report agreed. b. P-21.05 Major Housing – Parkway (Florence Fields) <ul style="list-style-type: none"> - The Board added some commentary. - Subject to the requested changes, report agreed. c. P-21.08 Major Housing – Southend Road <ul style="list-style-type: none"> - The Board made a change to the commentary in the achievements section. - Subject to the requested changes, report agreed. d. P-21.09 West Winch Growth Area <ul style="list-style-type: none"> - One update added regarding timings. - Subject to requested change, report agreed. e. P-21.10a Southgates – Place Making 	

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	<ul style="list-style-type: none"> - The project is being re-scoped, report unavailable for this period. f. P-21.10b Southgates – STARS <ul style="list-style-type: none"> - Report agreed. g. P-23.08 Lynnsport 1 <ul style="list-style-type: none"> - Report agreed. <p>The Board noted that Project Highlight Reports covering Town Deal projects for June 2025 had been reviewed and agreed at the Town Deal Programme Board held previously on 16.07.25.</p>	
5.	<p>Agenda items for the MMPB meeting to be held on 08.09.2025 were noted.</p> <p><u>Standing items</u></p> <ul style="list-style-type: none"> - Action Log - OMPB Minutes (for information) - Overview report and Project Highlight reports covering Q1 <p><u>Items to be programmed:</u></p> <ul style="list-style-type: none"> - Salter's Road post project evaluation (not yet available) 	
6.	<p>Forward Work Programme</p> <p>No items</p>	
	Date of next meeting: Thurs 16 th October 2025 @ 10:00 via Teams	