

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK****KING'S LYNN AREA CONSULTATIVE COMMITTEE**

**Minutes from the Meeting of the King's Lynn Area Consultative Committee held on Thursday, 11th November, 2021 at 4.30 pm in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillor A Tyler (Chair)  
Councillors L Bambridge, F Bone, J Collop, Mrs S Collop,  
B Jones, A Kemp and J Rust

1 **WELCOME**

The Chair welcomed everyone to the meeting. He advised that the meeting was being recorded and streamed live to You Tube.

The Democratic Services Officer conducted a roll call to determine attendees.

2 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors A Dickinson, G Howman, C Hudson, C Joyce, J Lowe and Mrs M Wilkinson

3 **MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 27 September 2021 were agreed as a correct record.

4 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

5 **URGENT BUSINESS**

There was no urgent business to consider.

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

There were no Members present pursuant to Standing Order 34.

7 **CHAIRMAN'S CORRESPONDENCE (IF ANY)**

There was no Chair's correspondence to report.

## 8 **PARISH PARTNERSHIP SCHEME**

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The Assistant Director, Community & Partnerships introduced the report and explained that as part of their Terms of Reference, the Committee could put forward schemes to Norfolk County Council as part of the Parish Partnership Programme. The Parish Partnership Programme allowed Parish Councils to bid for match funding (usually 50/50) for small scale highway improvement schemes and this had been extended to the unparished areas of Norfolk including King's Lynn and West Lynn. Any approved schemes had to be considered by Norfolk County Council by 11 December 2021.

### Scheme One – put forward by Councillor Rust

Councillor Rust had put forward a scheme, as outlined in the report, which was for a 3 bay Cantilever Bus Shelter with full high-end panels and solar light on a concrete pad. This was to replace a small standard open bus stop sign on Gayton Road, near to the Elvington turn-off very close to the hospital. It was reported that buses did not always enter the hospital grounds, so this stop was very often used by patients, visitors and staff.

The Chair invited Councillor Rust to explain the proposal to the Committee.

It was explained that the anticipated cost of the scheme would be £8595 plus VAT. The Parish Partnership Scheme would fund 50% of this (£4,300) with £2,000 contribution from County Councillor Colwell which left £2,300 to be met from Special Expenses. This equated to £460 per annum for the next 5 years which was 4.3p per Band D equivalent against the estimated taxbase of 10,768. This had also been included within the Special Expenses report which the Committee would consider next on the agenda.

The Chair then invited questions from the Committee.

Councillor Bambridge reminded Members that she had previously requested that new bus shelters should include green roofs. It was explained that this particular shelter would not have a green roof, but this could be looked at for the future. Later in the meeting she informed the Committee that back in June 2019 she had asked for solar lighting and security cameras for new bus shelters. The Assistant Director agreed to take this up with the relevant officer.

The Committee then voted on the proposal which was agreed.

The Committee then made the following recommendation to Cabinet:

- (1) That the Committee supported the scheme to be paid through special expenses over a period of 5 years.
- (2) That the Chair, with the support of the Chief Finance Officer, be delegated to approve minor changes after the KLACC meeting on 11 November 2021.

#### Scheme two – put forward by Councillor Kemp

The Assistant Director advised that earlier today he had been contacted by Councillor Kemp regarding a proposed bus shelter in South Lynn, but at the moment was not completed, although Councillor Kemp had undertaken some work towards it.

At the invitation of the Chair, Councillor Kemp outlined the proposals for a new bus shelter along Wisbech Road in South Lynn. She explained that the cost of the new shelter would be £8,400 and she would be willing to contribute £2,000 from her County allowance towards it. She added that she had carried out consultation with residents and the Police were in support of it. She asked the Committee to support the proposal in principle with final details still to be worked up.

The Assistant Director explained that currently Norfolk County Council had not given the proposal formal approval although they had indicated that it would likely to be acceptable. Also, the scheme had not been signed off by the appropriate Council Officer.

The Assistant Director for Resources explained that the report for Special Expenses, which was the next item on the agenda for the Committee to consider, had taken into account the new bus shelter at Elvington Road, which the Committee had just agreed to support. In relation to that there would already be a 2.27% increase on Special Expenses, which was above the indicative 50p increase which was used as a threshold. This was taken into account across all of the special expenses that was given out to all parish and town councils, so the fact that the figure was already in excess of that and would need to be offset against the rest of the Special Expenses charges that was made. It did raise concerns that it had not been reflected and it would be challenging in terms of how the Council would meet that cap on the increase. She did have concerns around the financial implications that this would bring.

The Assistant Director, Community & Partnerships advised that it was up to the Chair whether an 'in principle' vote was taken. If this was the case and it was agreed to be taken forward, then the information which officers already had would be passed to Cabinet and it would be up to them to decide whether the scheme could go forward. Between now and the Cabinet Meeting, further work towards the scheme could be carried out.

The Assistant Director, Community & Partnerships suggested that as this was a complicated process with a tight timescale, he would invite the relevant officer to attend the next meeting. He suggested that a small working group could be formed to try to make the process more streamlined.

The Committee then voted on whether this scheme should be put forward as a scheme under the Parish Partnership Programme, which was agreed.

The Committee then made the following recommendation to Cabinet:

1. That in principle the Committee supported the scheme from Councillor Kemp for a new bus shelter at Wisbech Road, South Lynn.
2. That the finances and final details for the scheme would be worked up and provided to Cabinet if possible.

***Please note:***

*Since the KLACC meeting new information has come to light. It appears that the Wisbech Road Bus Shelter is a smaller shelter than originally considered and in fact the total cost is now £4,350. If the Parish Partnership application is successful, then 50% would be payable by NCC and Cllr Kemp has agreed to fund the other 50% from her NCC Member allowance. That is £2175.*

*There would be no impact on Special Expenses as such but Cabinet should note that BCKLWN would own the Bus Shelter and be responsible for ongoing maintenance.*

**Cabinet is invited to support the bid.**

9

**KING'S LYNN SPECIAL EXPENSES REPORT 2022 / 2023**

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The Assistant Director, Resources presented the report and reminded the Committee that one of its Terms of Reference was “to act as a consultative forum on the funding raised by, and utilisation of the King’s Lynn Special Expenses, and to offer input on priorities for this expenditure and of appropriate the level of funds to be raised”.

The Assistant Director, Resources drew the Committee’s attention to the Council Tax base for King’s Lynn for 2022/2023 which was estimated at 10,768 which was an increase of 108 from 2020/2021.

The Committee noted the main movements between the special expenses charge for 2021/2022 and 2022/2023, which related to:

- Footway lighting reduction;
- Play areas increase;
- Community Centres increase;
- Open spaces reduction;
- Closed churchyards, pavilions, dog bins, public conveniences increase; and
- Bus Shelters reduction.

That resulted in a total charge for Special Expenses of £534,120 against the tax base of £10,768 which worked out at a Band D charge of £49.60 for the next financial year, and an increase of £1.10 on the current charge and a 2.27% percentage increase.

The Assistant Director, Resources drew the Committee's attention to paragraph 2.4 of the report. She also advised of an amendment required to paragraph 4.2 of the report, where it should read This would reduce the increase from £1.10 per Band D equivalent to £1.06 (2.19% to 1.83%).

The Assistant Director, Resources advised that if special expenses exceeded the £5 council tax referendum limit (subject to confirmation) on increasing council tax, it might be necessary to make further amendments to comply with the legislation on council tax increases. This would be reported back accordingly.

In light of the proposal for the new bus shelter at South Lynn put forward by Councillor Kemp, it was noted that the costings and implications for Special Expenses had not been included within the report, therefore an amended report would be circulated to the Committee.

The Assistant Director, Resources then responded to questions from the Committee.

Councillor J Collop asked for information relating to the number of bus shelters, public conveniences and dog bins in King's Lynn. The Assistant Director, Resources undertook to email the information to the Committee.

Councillor Kemp asked for further information regarding advertising on bus shelters, and asked how much could be achieved for each shelter per annum. The Assistant Director, Resources agreed to email this to the Committee. The Assistant Director, Community & Partnerships advised that if bus shelters were to take adverts then this needed to be incorporated into the design. If advertising were taking place, then this was subject to Business Rates.

The Chair thanked the Assistant Director, Finance for the report.

***Please note that since the KLACC meeting new information has come to light. It appears that the Wisbech Road Bus Shelter is a smaller shelter than originally considered and in fact the total cost is now £4,350. If the Parish Partnership application is successful, then 50% would be payable by NCC and Cllr Kemp has agreed to fund the other 50% from her NCC Member allowance. That is £2175.***

***There would be no impact on Special Expenses as such, but Cabinet should note that BCKLWN would own the Bus Shelter and be responsible for ongoing maintenance.***

**RESOLVED:** That the Committee endorsed the Special Expenses charge for 2022/2023 as set out in the report whilst noting the financial implications as set out in the report.

10 **APPOINTMENT OF MEMBER TO THE KLACC PLANNING SUB-GROUP**

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The Committee noted that Councillor Kemp wished to stand down from the KLACC Planning Sub-Group which made comments on major planning applications in King's Lynn.

A discussion took place on whether substitutes could attend the meeting and the Democratic Services Officer advised that any substitute needed to be from the same political party.

Councillor Jones indicated that he would be willing to attend if the meetings could start later in the day.

The Democratic Services Officer advised that going forward meetings would be arranged for 4pm.

11 **INVITATION TO NORFOLK COUNTY COUNCILLORS**

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The Committee was asked to consider whether Norfolk County Councillors should be invited to future KLACC meetings.

It was agreed that the Chair and Vice-Chair would identify at the Sifting Meeting whether it would be beneficial to invite County Councillors to the meeting.

12 **TOWNS FUND UPDATE**

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The Assistant Director provided the Committee with an update in relation to the Towns Fund as follows:

- First business case prepared for the Youth & Retraining Pledge – coming to CPP on 8<sup>th</sup> December for consultation. Subject to Town Deal Board final approval on 15<sup>th</sup> December, this project will start April 2022.
- Public Realm project – preferred option agreed by the Public Realm working group, focusing on the route from the Rail station to the River; includes interventions like new finger posts, enhanced outdoor seating and planting (including trees), art work trail and pop ups.
- Guildhall – activity planning underway involving a number of workstream meetings to inform the development of the business case.
- Multi user community hub – plans for consultation and engagement on the project (including future use of the existing library site) due to start before Christmas – details to be confirmed by the end of the month.
- Active & clean connectivity – lead design team appointed for proposed active travel hub at the enterprize zone.
- Riverfront – marketing of Sommerfeld & Thomas & Grain Silo site going live with Estates Gazette today.

**AGREED:** That the update be noted.

13 **PLAY AREA ENHANCEMENTS - UPDATE**

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The Assistant Director Community & Partnerships advised that installation of the play equipment was imminent. A further update would be provided at the next meeting, when hopefully, the equipment would have been installed.

**AGREED:** That the update be noted.

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

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Councillor Bambridge advised the Committee that she had raised the issue of the antisocial behaviour at the bus station. It was advised that

the Police were scheduled to attend the next meeting in January 2022 and the Council's Anti-Social Behaviour Officer could also be invited to attend that meeting.

The Committee noted the Cabinet's Forward Decision list and Work Programme. The Committee was invited to send any items for the work programme to the Chair or Democratic Services Officer.

15 **DATE OF NEXT MEETING**

The next meeting of the Committee was scheduled for Monday 31 January 2022 at 4.30 pm in the Assembly Room, Town Hall.

**The meeting closed at 5.53 pm**