

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



King's Lynn Area Consultative Committee

Agenda

Thursday, 21st September, 2023
at 6.00 pm

in the

**Council Chamber
Town Hall
Saturday Market Place
King's Lynn**



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

DATE: THURSDAY 21 SEPTEMBER 2023

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

TIME: 6.00 pm

1. APPOINTMENT OF VICE-CHAIR FOR THE MEETING

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. MINUTES OF PREVIOUS MEETING (Pages 5 - 12)

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

4. DECLARATIONS OF INTEREST (Page 13)

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

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

5. URGENT BUSINESS

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

6. MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

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

7. CHAIRMAN'S CORRESPONDENCE (IF ANY)

8. CONSIDERATION OF ANY PARISH PARTNERSHIP SCHEMES

9. UPDATE ON ACCESSIBLE PLAY AREA

10. CABINET FORWARD DECISION LIST AND COMMITTEE WORK PROGRAMME (Pages 14 - 20)

11. DATE OF NEXT MEETING

The next meeting of the Committee is scheduled to take place on Thursday 16 November 2023.

To: Members of the King's Lynn Area Consultative Committee

Councillors M Bartrum, F Bone, S Collop, R Colwell, S Everett (Vice-Chair), D Heneghan, B Jones, C Joyce, A Kemp, J Lowe, J Rust, D Sayers, A Ware and M Wilkinson

For Further information, please contact:

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King's Lynn PE30 1EX

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, 29th June, 2023 at 4.30 pm in the Council Chamber,
Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

PRESENT: Councillor J Rust (Chair)
Councillors F Bone, S Collop, R Colwell, S Everett, D Heneghan, B Jones,
C Joyce, J Lowe, J Rust and A Ware

1 **APPOINTMENT OF CHAIR FOR THE MUNICIPAL YEAR 2023/24**

RESOLVED: That Councillor J Rust be appointed as Chair for the
Municipal Year 2023/24.

1 **APPOINTMENT OF CHAIR FOR THE MUNICIPAL YEAR 2023/24**

RESOLVED: That Councillor J Rust be appointed as Chair for the
Municipal Year 2023/24.

2 **APPOINTMENT OF VICE-CHAIR FOR THE MUNICIPAL YEAR
2023/24**

RESOLVED: That Councillor S Everett be appointed as Vice-Chair for
the Municipal Year 2023 / 24.

3 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bartrum, Kemp
and Mrs Wilkinson.

4 **MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting were agreed as a correct record.

5 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

6 **URGENT BUSINESS**

There was no urgent business.

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

None.

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

There was no Chair's correspondence.

9 **INTRODUCTION TO THE COMMITTEE AND ITS TERMS OF REFERENCE**

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

The Assistant Director gave an overview of the Committee and its Terms of Reference.

In relation to the Parish Partnership Scheme, the Chair encouraged the Committee to use this scheme to deliver small-scale highway works. She had managed to get a flashing sign, and a bus shelter outside the hospital which had been well received.

In response to a comment from Councillor Colwell regarding the Committee's Terms of Reference, it was explained that Cabinet had agreed the Committee's continuation and the Terms of Reference would be amended to reflect this and brought back to the Committee.

Councillor Jones asked whether going forward would there be an option of having funding that the Committee could use as there was no Parish Council for King's Lynn.

The Chair added that it was her understanding that this was being considered by Cabinet as it had been recognised that there was a lack of democracy and accountability in King's Lynn. She added that this might be something that the Leader, Councillor Parish would pick up later in the meeting.

10 **DISCUSSION WITH THE LEADER, COUNCILLOR TERRY PARISH**

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

The Chair welcomed Councillor Parish, the new Leader of the Council to the meeting.

Councillor Parish stated that he personally would like to see King's Lynn have a town council. If King's Lynn did have a town council, then it would have some money and teeth. He explained that it would take several years to implement, and a referendum would need to take place to establish whether residents actually wanted a town council. He added that it would be interesting to see how the Committee felt

and after show of hands, the Committee voted in favour of having steps taken towards establishing a town council (9 votes for, 0 against).

The Leader therefore stated that he would raise the matter with Cabinet and determine with officers how to proceed but reiterated that it would not happen quickly.

Councillor Parish stated that he was pleased to be the leader of the new administration and was meeting groups and organisations, and he was becoming more aware of the work being carried out within the Borough, and the problems that people were experiencing. He hoped that his and his Group would move forward and help those groups/organisations and people of West Norfolk.

Councillor Parish explained the Cabinet was in the process of creating a corporate plan, and the overarching aim of each aspect would be to help the people of West Norfolk the best way they could, and part of that would be through better communication and to listen more proactively to Parish Councils and KLACC.

In relation to funding, he advised that the Cabinet had to pick up what was going through the system now. He gave an update on their position with regards to the Town Deal Board and explained that he had met with the Chair of the Board. He also stated that he had asked for a Labour representative on the Town Deal Board.

The Chair added that the majority of Councillors on KLACC were Labour, and many had felt that there should be a town centre representative/Councillor on the Board. She hoped that this would provide some reassurance that there would be some influence on the way in which money / projects which impacted on the area were identified.

Discussion also took place regarding the Levelling-up Funding and proposed works to the Southgates. Councillor Bone outlined his concerns.

The Chair added that there were 3 County Councillors on KLACC who could make representations on the Committee's behalf.

The Chair thanked the Leader for attending the meeting.

11

BUS SHELTERS IN GAYWOOD

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

The Property Services Manager presented the report which explained that the Borough Council had been approached by Norfolk County Council for permission to install two bus shelters on Lynn Road,

Gaywood (adjacent /opposite Tesco) and an agreement in principle for another location to be considered. NCC advised that in March 2022, the Department for Transport notified NCC of an indicative offer of £49.6 million funding for Norfolk. The Bus Service Improvement Plan (BSIP) proposed a series of actions to improve the quality and consistency of bus stops in Norfolk ensuring that a decent standard of service was given to more passengers.

The Property Services Manager also explained that as part of the delivery, NCC would fully fund the bus shelters at each stop however it would be conditional that the Borough Council adopted these assets and be responsible for any on-going maintenance which would be charged to Special Expenses. It was explained that in the Gaywood Tesco proposal the Real Time Information Boards (RTI) would be solar-powered and therefore off-grid. However, the bus shelter would require cleaning, insuring and general maintenance. This had been estimated to be approximately £200.00 per annum. If the bus shelters were damaged or vandalised, then further costs may be incurred.

Councillor Colwell explained that in March 2023 both himself and Councillor Ware had a meeting with Norfolk County Council's Public Transport Development Officer about the proposals and saw examples of the proposals and was quite impressed. The Real Time Updates were useful, and he considered that anything that the Council could do to encourage people onto public transport, to make it as easy, safe and friendly as possible should be done. However, he did not want a repeat of when the maintenance contract came to an end and made reference to the sorry state of the bus shelters in the King's Lynn area, many of which had been removed because they were dangerous. He suggested that careful consideration should be given to the on-going maintenance. Hopefully this would set a good example as to what could be achieved for the residents of King's Lynn.

The Property Services Manager advised that Norfolk County Council had confirmed that there would not be any advertising on the bus shelters.

In response to a comment from Councillor Mrs Collop, the Property Services Manager explained the costs of installation of the shelters and in terms of how much vandalism repairs would cost depended on the extent of it. She advised that the estimate of maintenance for the shelters, if no vandalism was £200.00 per annum per bus shelter.

Councillor Everett queried the location of the new shelters and with regards to the RTI in the shelters, who would be paying for the on-going subscription. He also commented that when changes were made to timetables this could take months for it to be updated.

The Property Services Manager clarified the location of the shelters and explained that the responsibility for the revenue and capital costs

in relation to the bus shelters would be the responsibility of Norfolk County Council. They would also operate the RTI.

Councillor Ware concurred with Councillor Colwell that they both attended the meeting and seen the designs and she whole heartedly supported that this went forward. She explained that she had visited the current stops and they needed to be replaced.

The Chair added that RTI would be invaluable. She also reminded the Committee that on 7 December, the Committee received a presentation about Special Expenses from the Assistant Director Resources, who advised that no new schemes could be afforded. There was a financial implication with the scheme, and it needed to be taken away and considered further.

Councillor Bone considered that given the location of the bus shelters, he considered that the risk of vandalism in that location was quite low.

Th Property Services Manager advised that the bus shelters would be insured but there would be an excess.

Councillor Colwell advised that this was an ideal site for the bus shelters. He considered that it would be a good investment and would be well used.

The Chair added that it felt that the Committee wished to support the proposals, but she was concerned about the impact on special expenses.

The Assistant Director explained that Special Expenses was reviewed by the Finance Team, the Council Tax Base could also change, and he could take it away and speak to the Assistant Director, Finance to see what options were available.

RESOLVED: That the Committee agreed to NCC proposals subject to funding.

12 **UPDATE ON THE PROVISION OF ACCESSIBLE PLAY EQUIPMENT AT THE WALKS**

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

The Assistant Director provided an update on the provision of accessible play equipment in the Walks.

Examples of the proposals were displayed on screen; together with the area where the equipment was proposed to be located.

He also advised that there was a grant available that could be applied for with 4 rounds of funding each year. Applications could be made for

up to £100,000 and the proposals were coming in at approximately £80,000. He needed to check whether any planning permission was required.

If the Committee was happy with the proposals, he would start to complete the bid which would close in September.

The Chair thanked the Assistant Director for the work he had undertaken on this project and was excited that accessible play equipment could be provided. She asked if there was anything that Councillors could do to help.

The Assistant Director advised that evidence would be required to demonstrate that this was wanted by the community. He had the presentation given by the Norfolk Youth Advisory Board. He added that he would also pass on thanks to Nathan Johnson-Hales and his team for the work they had carried out.

Councillor Mrs Collop added that moving forward other areas also had to have accessible equipment provided and whether CIL money could be looked at.

The Chair advised that KLACC could not apply for CIL funding but a suitable group who could apply needed to be located and could be supported by KLACC.

Councillor Bone added that this was an exciting project and former Councillor Hudson was going to work with Forward and he would liaise with them. The Assistant Director advised that he would check if there was any match funding requirement for the grant and would support applications up to £100,000.

Councillor Colwell added his support to the project. He made reference to the need for accessible toilets or changing places in the Walks.

Councillor Bone added that an adult changing room in the town centre would be welcomed.

The Chair added that this issue had been discussed at R&D and would help to promote King's Lynn as accessible and inclusive.

RESOLVED: That the update be noted.

13 **UPDATE ON THE PARISH PARTNERSHIP SCHEME**

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

The Assistant Director provided an overview to the Committee on the Parish Partnership Scheme and responded to queries from the Committee,

RESOLVED: That the report be noted.

14 **MEMBERSHIP OF KLACC PLANNING SUB-GROUP AND PLAY AREAS INFORMAL WORKING GROUP 2022/2023**

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

The Committee was invited to appoint Members the KLACC Planning Sub-Group and Play Areas Informal Working Group:

RESOLVED: That the following Councillors were appointed to:

KLACC Planning Sub-Group: Mrs S Collop, B Jones, D Henegan

Play Areas Informal Working Group: Bone, Rust, Colwell (following consultation with Councillor Kemp)

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

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

The Cabinet's Forward Decision list was noted.

With regards to the Work Programme the following items were identified:

- Middleton drain, waterways in town
- Gaywood river

16 **DATE OF NEXT MEETING**

The Committee agreed that future meetings of the Committee should start at 6 pm.

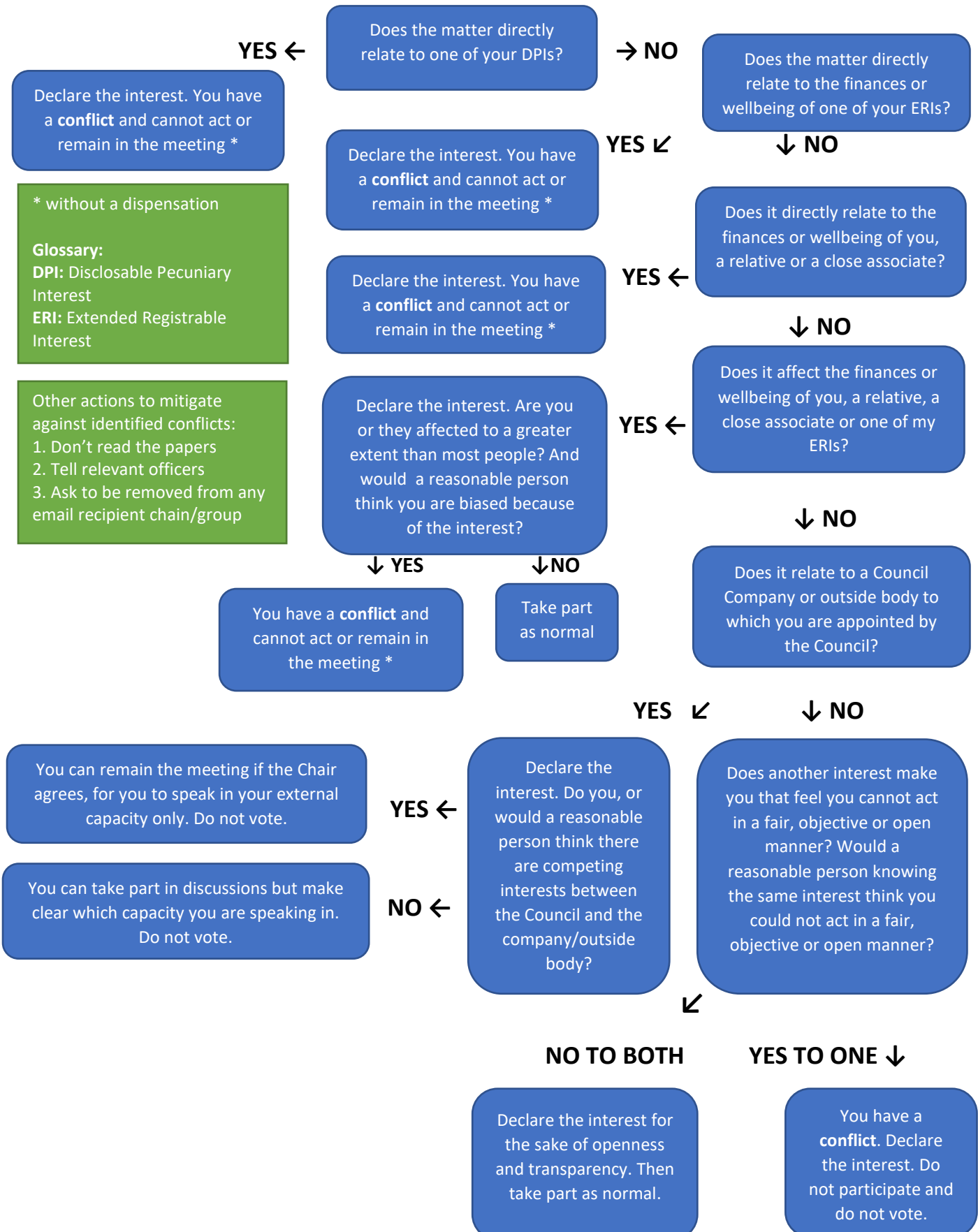
The next meeting was scheduled for Thursday 21 September 2023 at 6pm in the Council Chamber, Town Hall.

The meeting closed at 6.00 pm

DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART



START



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

* without a dispensation

Glossary:

DPI: Disclosable Pecuniary Interest

ERI: Extended Registrable Interest

Other actions to mitigate against identified conflicts:

1. Don't read the papers
2. Tell relevant officers
3. Ask to be removed from any email recipient chain/group

FORWARD DECISIONS LIST

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
31 October 2023						
	Corporate Business Plan	Key	Cabinet	Leader Chief Executive		Public
	People and Skills	Non	Cabinet	Business Asst Director – D Hall		Public
	St George’s Guildhall Project Update	Key	Council	Business Asst Dir – D Hall		Public
14	Care and Repair Contract	Key	Cabinet	People and Communities Asst Dir – M Whitmore		Private- Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Appointment of Honorary Aldermen	Non	Council	Chief Executive		Public
	Norfolk County Deal response	Non	Council	Leader Chief Executive		Public
	King’s Lynn Town Football Club	Non	Cabinet	Property Asst Dir – M Henry		Private- Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

	UK Shared Prosperity Funding 24-25 Boost Project and West Norfolk Training Grants	Non	Cabinet	Business Assistant Director D Hall		Public
	5 Year Mart Agreement	Non	Cabinet	Tourism Events & Marketing Exec Dir – G Hall		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Care Leavers Covenant	Non	Cabinet	People and Communities Asst Dir – B Box		Public
	Cabinet Task Groups	Non	Cabinet	Leader Chief Executive		Public

15

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
5 December 2023						
	Council Tax Support Scheme – Final Scheme 2024/25	Key	Council	Finance Asst Director – Resources		Public
	Care and Repair Contract		Cabinet			Private Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

	St George's Guildhall Project – Design Proposals	Key	Cabinet			
	Overnight Campervan parking in Hunstanton	Non	Cabinet	Leader Asst Director – M Chisholm		Public
	Assets of Community Value	Non	Council	Property and Corporate Services Monitoring Officer		Public
	Council Companies Funding	Key	Council	Business Assistant Dir D Ousby		Part public and part Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
15 January 2024						
	West Norfolk Shared Prosperity Funding update	Key	Cabinet	Business Asst Director – D Hall		Part Public Part Private Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Parkway Tenure	Non	Council	Deputy Leader Assistant Director – D Ousby		Part Public and part Private- Contains exempt Information under para 3 – information

						relating to the business affairs of any person (including the authority)
	Lynnsport One	Key	Council	Regeneration & Development Asst Dir Companies & Housing Delivery – D Ousby		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
6 February 2024						
	St George's Guildhall RIBA Stage 3 and project scope	Key	Cabinet	Regeneration & Development Asst Dir		Public
	Capital Programme	Key	Council	Finance Asst Director – Resources		Public
	Budget 2024/25	Key	Council	Finance Asst Director – Resources		Public
	Empty Homes Strategy Review	Key	Council	People and Communities Asst Dir M Whitmore		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
5 March 2024						
	Review of Outside Bodies	Non	Cabinet and Council	Leader		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
23 April 2024						

Items to be scheduled

	Notice of Motion 7-21 – Councillor Kemp – Equalities	Non	Council	People & Communities Asst Dir B Box		Public
	Procurement Strategy	Non	Cabinet	Finance Asst Dir – D Ousby		Public
	Review of Planning Scheme of Delegation (summer 23)	Non	Council	Development and Regeneration Asst Dir – S Ashworth		Public
	Redundancy Policy	Non	Council	Leader Exec Dir – D Gates		Public
	Custom and Self Build Site – Stoke Ferry	Non	Cabinet	Regeneration and Development Assistant Director - D Hall		Public
	Southend Road Hunstanton	Key	Cabinet	Regeneration & Development Asst Dir – D Ousby		Public

**KING'S LYNN AREA CONSULTATIVE COMMITTEE
WORK PROGRAMME 2023/2024**

29 June 2023

- Appointment of Chair
- Appointment of Vice-Chair
- Introduction to the Committee and its Terms of Reference
- Discussion with the Leader, Councillor Parish
- Membership of KLACC Planning Sub-Group and Play Areas Informal Working Group 23/24
- Update on the Parish Partnership Scheme
- Update of the provision of accessible play equipment at The Walks

21 September 2023

- Consideration of any parish partnership schemes
- Update on the provision of accessible play equipment at The Walks

16 November 2023

- Special Expenses and Parish Partnership Schemes
- QEH Governing Body - Request from Councillor Rust
- Update on the Rail ticket office closures
- King's Lynn Ferry

29 January 2024

- Environment Agency – Middleton Stop Drain and Gaywood River

14 March 2024

To be programmed:

Middleton Stop Drain and Gaywood River
Waterways in town