

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



King's Lynn Area Committee

Agenda

**Thursday, 11th July, 2024
at 5:15 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
COMMITTEE AGENDA**

DATE: KING'S LYNN AREA COMMITTEE - THURSDAY,
11TH JULY, 2024

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

TIME: 5.15 pm

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. MINUTES OF PREVIOUS MEETING (Pages 6 - 10)

To confirm as a correct record the minutes of the previous meeting held on the 20th June 2024.

3. DECLARATIONS OF INTEREST (Page 11)

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.

4. 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.

5. 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.

6. CHAIRMAN'S CORRESPONDENCE (IF ANY)

7. FUNDING OPPORTUNITIES

For the Committee to discuss an Informal Working Group.

8. NEIGHBOURHOOD PLAN FOR KING'S LYNN (Pages 12 - 21)

9. COMMITTEE'S WORK PROGRAMME AND CABINET'S FORWARD DECISION LIST (Pages 22 - 23)

The Committee is asked to consider items for a future Work Programme for

The Committee is also asked to consider the Cabinet's Forward Decision List.

10. DATE OF NEXT MEETING

The next King's Lynn Area Committee meeting is to be held on **26th September 2024** at **5:15pm** in the **Council Chamber, Town Hall**

11. EXCLUSION OF PRESS AND PUBLIC

To consider passing the following resolution:

"That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act".

12. EXEMPT - LONG TERM PLAN FOR THE TOWN

To: Members of the King's Lynn Area Committee

Councillors M Bartrum, F Bone (Chair), 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:

Borough Council of King's Lynn & West Norfolk
King's Court, Chapel Street
King's Lynn PE30 1EX

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

KING'S LYNN AREA COMMITTEE

Minutes from the Meeting of the King's Lynn Area Committee held on Thursday, 20th June, 2024 at 5.15 pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillor F Bone (Chair)
Councillors M Bartrum, S Collop, S Everett (Vice Chair), B Jones, A Kemp, J Lowe, J Rust and A Ware

An apology for absence was received from Councillor R Colwell, D Heneghan, D Sayers and M Wilkinson

1 **APPOINTMENT OF CHAIR FOR MUNICIPAL YEAR 2024/2025**

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

RESOLVED: That Councillor Bone be appointed as Chair of the King's Lynn Area Committee for the 2024/25 Municipal Year.

2 **APPOINTMENT OF VICE CHAIR FOR THE MUNICIPAL YEAR 2024/2025**

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

RESOLVED: That Councillor Everett be appointed Vice Chair of the King's Lynn Area Committee for the 2024/25 Municipal Year

3 **APOLOGIES FOR ABSENCE**

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

Apologies were received from Councillor Heneghan, Colwell, Sayers and Wilkinson.

4 **MINUTES OF PREVIOUS MEETING**

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

RESOLVED: The minutes from the meeting held on the 14th March 2024 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**

There was no members present under Standing Order 34.

8 **CHAIRMAN'S CORRESPONDENCE**

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

The Committee held a minute silence for the passing of John Crofts.

9 **MEMBERSHIPS OF KLAC PLANNING SUB-GROUP AND PLAY AREAS INFORMAL WORKING GROUP 2024/2025**

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

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

RESOLVED: That the following Councillors were appointed to:

KLACC Planning Sub-Group: S Collop, B Jones, A Ware (Councillor M Bartrum as a Substitute)

Play Areas Informal Working Group: Bone, Rust, Colwell (Councillor Collop if Colwell would not like to continue)

10 **PARISH PARTNERSHIP SCHEME REMINDER**

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

The Committee received a reminder on the Parish Partnership Scheme and the schemes which could be considered.

The Committee were reminded a business case would need to be present to the King's Lynn Area Committee (KLAC)

Councillor Jones sought clarification of the scheme including signs for ducks crossing.

The Assistant Director confirmed the schemes included and advised further clarification from Norfolk County Council would be needed in relation to signs for ducks crossing.

Councillor Rust informed the Committee that she had put an application in for a bus shelter at the end of Queensway which is the top of Springwood. As part of the application, she had contacted the local police and conducted a resident's survey. She advised the Committee this application would be brought to KLAC.

Councillor Collop sought clarification on next steps for speed restriction signs down Marsh Lane. In response to Councillor Collop question, Councillor Rust confirmed an application needed to be submitted.

The Democratic Service Officer agreed to circulate the application form to all members of the Committee.

The Assistant Director confirmed the deadline for application is the 6th December 2024.

The Chair referred to Stonegate Street and proposed bollards to be installed to prevent cars parking on the path. He also sought clarification on how easy it was to relocate a bus stop.

Councillor Rust advised from her experience, the request to move the Bus Stop would need to be to Norfolk County Council. She agreed to share the contact details from Norfolk County Council with the Chair.

The Chair encouraged members of the Committee to consider the Parish Partnership Scheme and to make applications for their wards.

11

FUNDING OPPORTUNITIES

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

The Assistant Director advised the Committee to consider a Informal Working Group instead of a Task Group. He confirmed as this Committee is now a decision-making body and therefore the funding needed to be considered for within King's Lynn Area.

Councillor Ware, Councillor Rust, confirmed she would like to be a member of the subgroup to consider funding opportunities and priorities.

Councillor Collop made suggestions that perhaps one member from each ward to be on the subgroup.

The Vice Chair, Councillor Everett endorsed Councillor Collop suggestion and for the Funding Priorities Subgroup to include individual ward members and be smaller than the KLAC Committee.

Councillor Kemp sought clarification on the bank account used for this funding and commented all areas and members should be included.

The Assistant Director confirmed it would be administered by the Borough Council however he would confirm with the Section 151 Officer.

Councillor Rust suggested if all members of KLAC would like to be on this funding opportunities work group then perhaps an additional KLAC meeting could be arranged. She commented that all members will have different priorities and therefore a subgroup would work best. She advised the Committee that when the structure of KLAC changed there was no budget and there was now funding available for the Committee moving forward. She added in addition there is external funding that members could apply for.

The Chair suggested this item be deferred to the next meeting.

RESOLVED: The Committee agreed to defer the item to next KLAC Meeting on the 11th July 2024.

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

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

The Committee discussed the item Neighbourhood Plan which was on the Work Programme for the next KLAC meeting.

Councillor Rust clarified to the Committee the officer would give a presentation to KLAC for the Committee to consider if the Neighbour Plan would be suitable for this Committee.

The Chair and Councillor Kemp agreed a Neighbour Plan was a Complex piece of work which may not be suitable.

13 **DATE OF NEXT MEETING**

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

The next meeting of the Committee was scheduled for 11th July at 5.15 pm in the Council Chamber, Town Hall.

The Vice Chair, Councillor Everett provided an update to the Committee on the success of the Youth Club in Fairstead which has been launched recently.

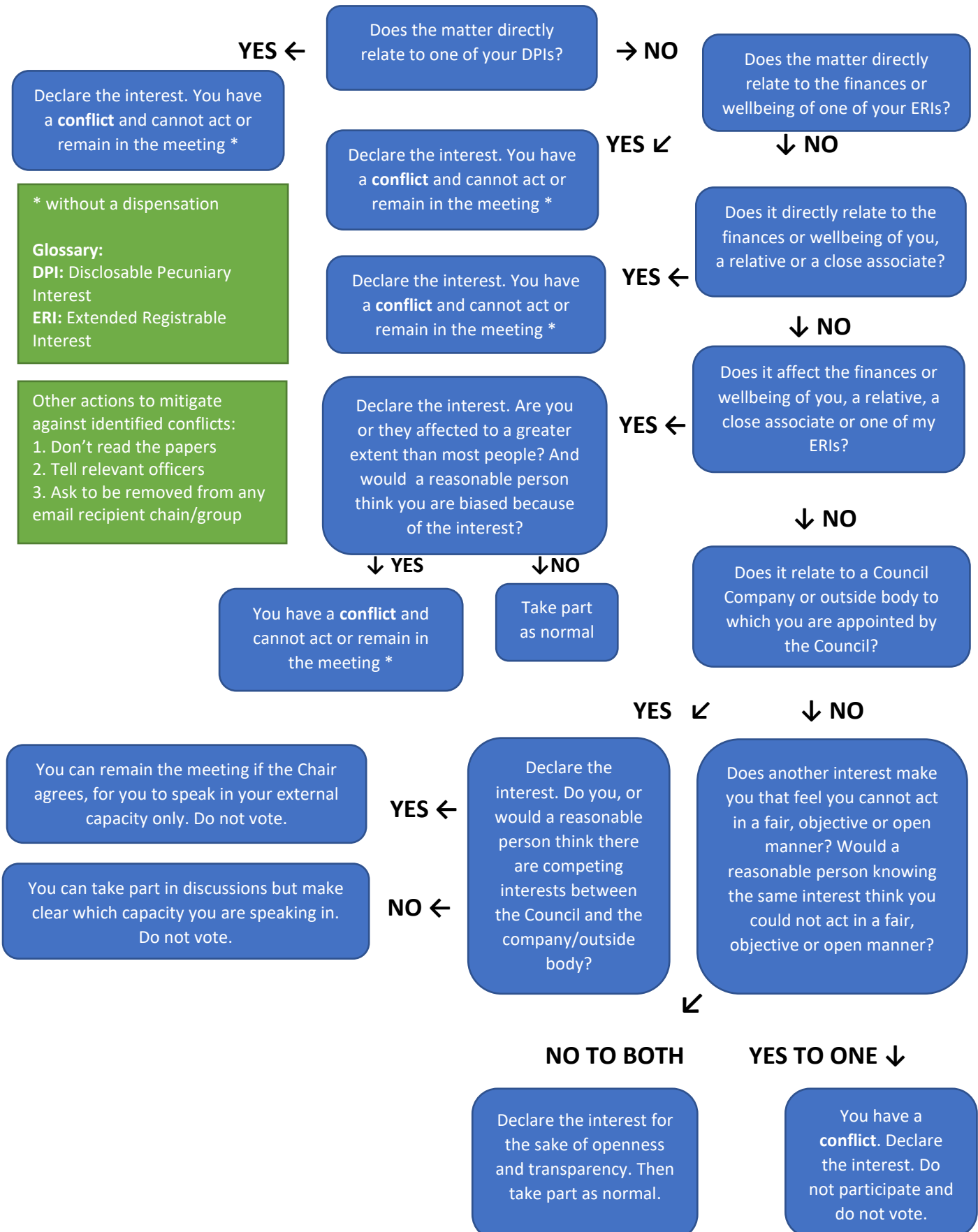
Councillor Rust provided an update to the Committee on the Changes Place Toilets location which was previously set to be near St James Swimming Pool which had been relocated to the Car Park near the King's Lynn Mobility Centre.

The meeting closed at 5.53 pm

DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART



START



Introduction to Neighbourhood Planning

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Agenda Item 8

King's Lynn Area Committee

Michael Burton (Principal Planner) 11 July 2024

Borough Council of
King's Lynn &
West Norfolk



What is a Neighbourhood Plan (NP)?

- A locally produced non-strategic development plan document
- Set policies for determining planning applications; e.g. design, landscape, allocating land for development and/or protection (local green spaces etc)
- Complement the Local Plan and add further local detail
- NPs were introduced through the 2011 Localism Act
- 19 NPs have been successfully made in the Borough



Main steps: preparing a Neighbourhood Plan

1. Designate Neighbourhood Area – may also involve setting up a Neighbourhood Forum (NF)
2. Evidence gathering – led by independently appointed NP group/ professional input
3. HRA & SEA screening
4. Main (1st draft) NP consultation (led by Parish Council/ NF)
5. Review consultation feedback
6. Submit Plan to Borough Council for independent examination and setting up referendum
7. If passed at referendum, Borough Council will “make” (adopt) NP



Role of the Borough Council

- Neighbourhood Planning is a significant commitment
- Prior to submission NP preparation is led by Parish or Town Council/ NF
- 15 • NP must cover a defined area – typically one or more Parish Areas
- Web page explains what support Borough Council can offer/ how: https://www.west-norfolk.gov.uk/info/20127/neighbourhood_plans/575/how_to_prepare_a_neighbourhood_plan



Setting up a Neighbourhood Forum (NF)

- King's Lynn area is un-parished, so NF would need to be set up for a Plan to be prepared
- The 2011 Localism Act and associated 2012 Neighbourhood Planning Regulations include provisions for setting up a Neighbourhood Forum
- Funding is available from Government via Locality (www.locality.org.uk) – between £10K – £15K
- Guidance is available through:
<https://neighbourhoodplanning.org/toolkits-and-guidance/establish-neighbourhood-planning-forum/>



King's Lynn area

Consists of several distinctive/ diverse geographic areas –

- Historic quarter / waterfront
- Town Centre (Business district/ quarter)
- 17 • Gaywood (with Lynnsport etc)
- North Lynn – Edward Benefer Way, port area etc
- South Lynn/ Hardwick – including Nar Ouse Regeneration Area (NORA)
- West Lynn – village like settlement
- Saddlebow Road – industrial area, south of A47



King's Lynn – examples of issues

- Town centre/ waterfront – historic environment; town centre vitality
- North Lynn – supporting economic growth
- 18 • South Lynn/ Hardwick – timely completion of NORA; supporting economic growth
- West Lynn – separate settlement (rural character)
- Saddlebow Road – supporting business/ economic growth



Challenges in NP preparation for King's Lynn area

- Evidence/ data gathering – most data (e.g. 2021 Census) collated by defined Super Output Areas
- Vast disparity in social, demographic and economic make-up of different parts of town
- Distinctive areas (e.g. West Lynn) may face substantially different issues to other areas (e.g. historic town centre, Gaywood, North Lynn)
- Legal – setting up a workable Neighbourhood Forum

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Strategic planning framework

- New Local Plan 2021-2040 expected to be adopted around spring 2025
- From spring 2025, new Local Plan will set the strategic framework for preparing NPs
- King's Lynn defined Sub-Regional Centre – main focus for growth (housing and commercial uses)
- NP Housing requirement (derived from windfall figure in new Local Plan) likely to be significant – at least 1,485 dwellings

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Conclusions

- NP preparation is challenging
- For King's Lynn (un-parished) it is necessary to establish a Neighbourhood Forum
- Great disparity across King's Lynn urban area
- May entail focus on economic growth/ need to consider significant additional housing growth

- QUESTIONS?

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King's Lynn Area Committee Work Programme 2024/2025

20 June 2024

- Funding Opportunities – to set up a group to look at funding priorities.
- Parish Partnership scheme reminder

11 July 2024

- Neighbourhood Plan for King's Lynn
- Long Term Plan for the Town – Jemma Curtis / Duncan Hall / Oliver Judges

26 September 2024

- Marmot presentation – Mark Whitmore
- Policing in King's Lynn – Inspector Jarvis / PC Paula Gilluley
- Special Expenses- Michelle Drewery
-

14 November 2024 – Special Expenses

23 January 2025

20 March 2025

To be programmed:

Litter / dog poo bins

King's Lynn Ferry

QEH Governing Body - Request from Councillor Rust

Local Immediate Falls Team – LIFT – Sue McDowell

New crossing at Tennyson Road

MIND – Ashley Bunn and Rob Jackeman - ashley.bunn@norfolkandwaveneymind.org.uk

Hospital Exit Gayton Road - Proposed Scheme – Heather Northey, Jason Richardson