

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



# **ANNUAL COUNCIL MEETING**

## ***Agenda***

Thursday, 16th May, 2024

at 5.00pm

in the

**Assembly Room  
Town Hall  
Saturday Market Place  
King's Lynn**





King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX  
Telephone: 01553 616200  
Fax: 01553 691663

8 May 2024

Dear Councillor

You are hereby summoned to attend the Annual Meeting of the **Borough Council of King's Lynn and West Norfolk** which will commence at **5.00 pm** on **Thursday, 16th May, 2024** in **The Assembly Room, Town Hall, Saturday Market Place, King's Lynn** to transact the business shown below.

Yours sincerely

Lorraine Gore  
Chief Executive

### **BUSINESS TO BE TRANSACTED**

**1. PRAYERS**

**2. APOLOGIES FOR ABSENCE**

**3. DECLARATIONS OF INTEREST (Page 6)**

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.

**4. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS**

To receive Mayor's communications and announcements.

**5. URGENT BUSINESS**

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

**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 2024/2025**

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 2024/25**
8. **ADMINISTER OATH TO THE MAYOR**
9. **ADMINISTER OATH TO THE DEPUTY MAYOR**
10. **VOTE OF THANKS TO THE RETIRING MAYOR AND CONSORTS**
11. **TO MAKE PRESENTATIONS TO THE RETIRING MAYOR AND CONSORTS AND RECEIVE RESPONSES**
12. **TO AGREE THE CHAIR OF CABINET AND LEADER FOR THE FOLLOWING THREE YEARS**
13. **TO NOTE THE CABINET MEMBERS FOR 2024/25**
14. **PROPORTIONAL ALLOCATION OF SEATS (Page 7)**

To agree proportional allocation of seats with regard to the following Council Bodies in the Constitution in accordance with Section 15 of the Local Government and Housing Act 1989 (as amended by subsequent legislation), and in accordance with Section 16 of that Act, to appoint members to serve on them (a full membership list will be made available at the meeting):

- Appointments Board /Investigating & Disciplinary Committee
- Licensing Committee
- Licensing and Appeals Board
- Planning Committee
- Standards Committee
- Audit Committee

Policy Review and Development Panels:

- Corporate Performance
- Environment and Community
- Regeneration and Development

## **15. APPOINTMENT OF CHAIRS AND VICE-CHAIRS**

Appointment of Chairs and Vice Chairs of the following bodies:

- Appointments Board
- Planning Committee
- Licensing Committee
- Licensing and Appeals Board
- Standards Committee

Appointment of Chairs of the following Bodies (Vice Chairs will be appointed at the first meeting of the Body)

- Audit Committee
- Corporate Performance Panel
- Environment and Community Panel
- Regeneration and Development Panel

## **16. PROPORTIONAL ALLOCATIONS ON TASK GROUPS**

**To agree the following:**

Task Groups with 9 Members – 3 Independent P’ship, 3 Conservative, 2 Labour, 1 Progressive

Task Groups with 7 Members – 3 Independent P’ship, 3 Conservative, 1 Labour

Task Groups with 5 Members – 2 Independent P’ship, 2 Conservative, 1 Labour

## **17. APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES**

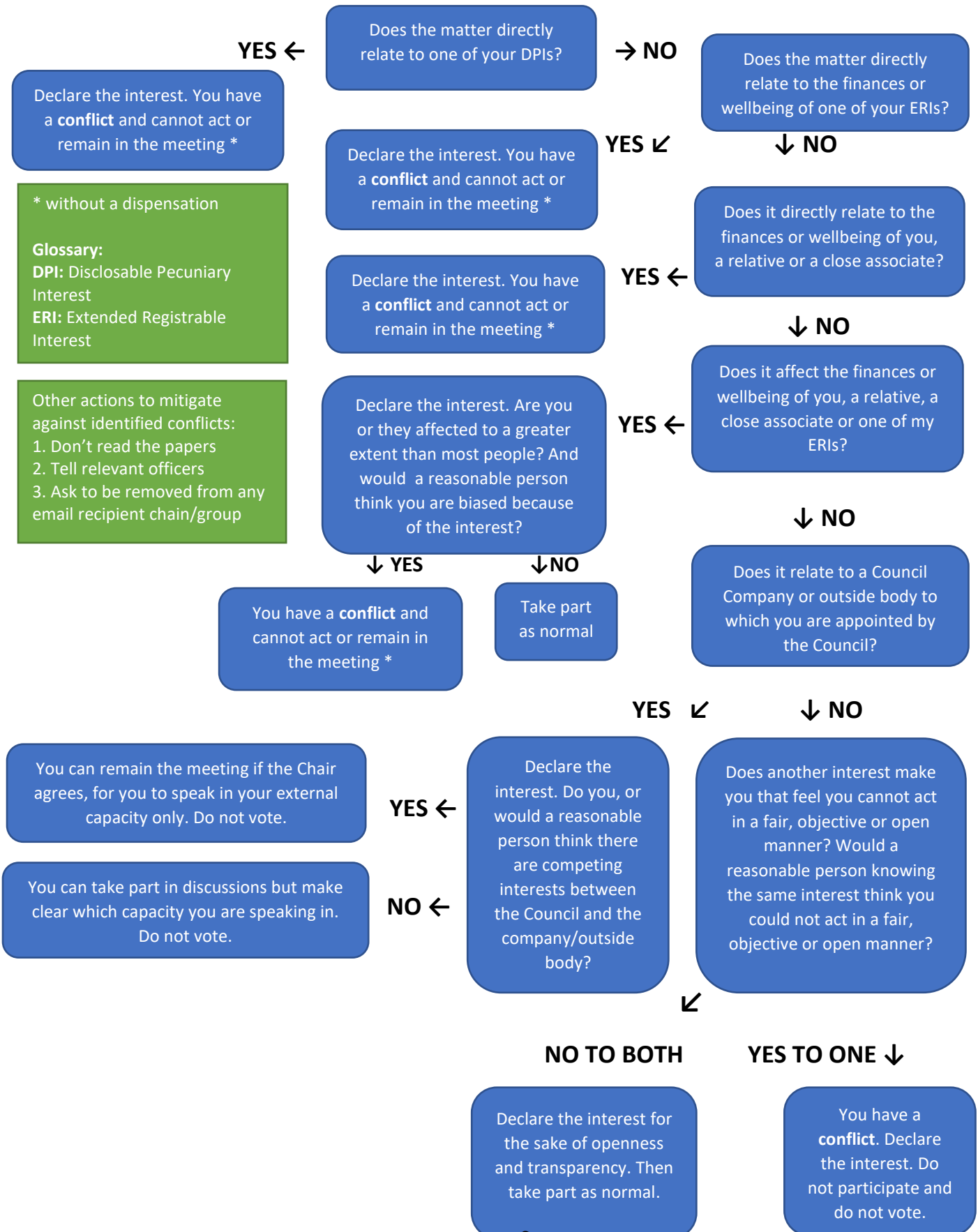
To agree that any members previously appointed to an outside body continue to serve until 11 June 2024 Cabinet or 27 June 2024 Council, whichever is appropriate.

Lorraine Gore  
Chief Executive

**DECLARING AN INTEREST AND MANAGING ANY CONFLICTS FLOWCHART**



**START**



# POLITICAL PROPORTIONALITY - MAY 2024

	<b>Total Membership</b>	<b>Conservative Group</b>	<b>Independent Partnership</b>	<b>Labour Group</b>	<b>Progressive Group</b>	<b>Check Total</b>
Total No. of Members	<b>54 + 1 non aligned</b>	<b>21</b>	<b>21</b>	<b>10</b>	<b>2</b>	54
Appointments Board	9	3	4	2	0	9
Planning Committee	18	7	7	3	1	18
Licensing Committee	15	6	5	3	1	15
Licensing & Appeals Board	15	6	5	3	1	15
Standards Committee	7	3	3	1	0	7
Corporate Performance Panel	12	5	4	2	1	12
Environment & Community Panel	12	5	5	2	0	12
Regeneration & Development Panel	12	5	5	2	0	12
Audit Committee	9	3	4	2	0	9
<b>Total Seats</b>	<b>109</b>	<b>43</b>	<b>42</b>	<b>20</b>	<b>4</b>	<b>109</b>

**23/24 Municipal Year - Independent Partnership had higher number of seats**

**24/25 Municipal Year - Conservative Group will have higher number of seats**

7