

KING'S LYNN TOWN BOARD

Date: Friday, 24 January 2025	Location: KL Town Hall/MS Teams
Time: 1:00pm	Interim Chair: Vicky Etheridge

Attendees	
Board Members:	Vicky Etheridge, Andrew Stevenson, Nova Fairbank, Kerry Heathcote, Cllr Simon Ring, Cllr Deborah Heneghan, Bishop Jane Steen, Adam Taylor, James Wild MP, Laura Dunne, Graham Slater, Zach Stanford, Kirsty MacLeod
Support Members:	Duncan Hall, Jemma Curtis, David Wiles, Hannah Edge, Vanessa Dunmall, Oliver Judges, Mike Auger, Abigail Rawlings

Minutes	Actions
<p>1. Apologies</p> <p>Board Members: Cllr Stuart Dark, PCC Sarah Taylor, Rik Martin, Kate Blakemore, Cllr Alistair Beales, Supt. Sonia Humphreys, Carly West-Burnham, Chris Starkie, Harrison McNaught</p> <p>Support Members: Alexa Baker, Michelle Drewery</p>	
<p>2. Declarations of interest</p> <p>Declarations of interest were recorded for:</p> <ul style="list-style-type: none"> Kerry Heathcote (School of Nursing project and signed up to the Active Travel Plan. The college is now working in heritage construction and, therefore, an interest has been declared in the Guildhall and Riverfront projects) James Wild MP (Riverfront project) Carly West-Burnham (Active Travel Plan) Adam Taylor (MUCH and Boost) Harrison McNaught (Riverfront project) Cllr Deborah Heneghan (LCWIP) 	
<p>3. Introduction</p> <p>The new Board members were introduced, and the Chair ran through an overview of the agenda.</p>	
<p>4. Minutes of previous meeting on 22 November 2024</p> <p>AGREED as an accurate record.</p>	

<p>5. Items to note – any queries from the Board?</p> <p>(a) Action log – noted</p> <p>(b) Programme financial update – noted</p> <p>(c) Forward work programme – noted</p>	
<p>6. Board development session – reflections/actions</p> <p>A written summary of the session was shared and after Board discussion, the following was noted:</p> <ul style="list-style-type: none"> • The Facilitator had acknowledged that the Board and officer support team worked well together and praised officer support and their reporting method. • Horizon scanning to be incorporated into the forward plan with Board members recommended to add their input as well. <p><u>ACTION:</u> Forward work programme to be updated and used from February Board meeting onwards.</p>	<p>JC</p>
<p>7. Comms and engagement update</p> <p>The update was shared with the Board and the following points were noted:</p> <ul style="list-style-type: none"> • Further opportunities for on-site comms and engagement and press releases were expected during the move into the delivery phase. • Options to be worked through on how key messages from council press releases could be tailored for Board Members to share as a Board rather than as council representatives. • Recommended that the 'why' is reported at the start of any release. • Back stories to be considered. <p><u>ACTION:</u> Comms to consider the above and report back.</p>	<p>DW</p>
<p>8. Active and Clean Connectivity project - decision</p> <p>An update on the ACC and LCWIP projects were shared with the Board with a request to agree recommendations.</p>	

<ul style="list-style-type: none"> • Tennyson Avenue crossing: The Board were asked to agree (1) the interim scheme and (2) funding for the interim scheme and feed the remaining monies back into the ACC project. <ul style="list-style-type: none"> ○ Officers updated the Board on the current issues with the crossing and Network Rail. The interim scheme was considered to be complementary to the final scheme rather than a temporary fix. Health and safety of residents was the ultimate short term goal. The aim was to move this part of the project to the LTPT where more time could be allocated to completing the project. ○ Desire lines were discussed and the importance of their inclusion in all feasibility studies. <p><u>ACTION:</u> Continue pressure on Network Rail for a solution.</p> <p><u>ACTION:</u> Ascertain when Network Rail’s feasibility study would be completed.</p> <p><u>ACTION:</u> Arrange a site visit with NCC Highways to view options of how and where an island could work with a view to improve pedestrian safety.</p> <p><u>AGREED:</u> The Board did <u>not</u> agree to the interim solutions outlined in the report whilst the above actions were outstanding.</p>	<p>NCC/JW</p> <p>MA</p> <p>MA</p> <p>MA</p>
<p>9. Riverfront project - update</p> <p>An update on the Riverfront project was shared with the Board with a request to agree to recommendations.</p> <p>Decision required:</p> <ol style="list-style-type: none"> (1) Prepare Project Adjustment Request for Town Board and BCKLWN consideration to reallocate the Devil’s Alley element of the project to LTPT. (2) Reallocation of funding from removal of Devil’s Alley from the Town Deal to the Guildhall project. (3) Progress next stages of design, considering wider scope/areas of Devil’s Alley element of the project through LTPT. (4) Approve submission of core planning application for Custom House. <p>Officers advised the Board that all work completed so far would be used in the future under the umbrella of the LTPT; the need to take this part of the scheme in a different direction was identified; and time was of the essence to defer work on the scheme now rather than be tied into delivery constraints of the Towns Fund. As soon as the project adjustment request has been approved, work would continue within the LTPT without delay. MHCLG were supportive of need to respond to resident/local input and were supportive of the proposed direction</p> <p>Board comments were noted:</p>	

<ul style="list-style-type: none"> • Opportunity for further co design engagement with stakeholders and the local community were included in the design process for the site. • Important at this stage to focus on the Custom House. • Feedback from residents and businesses confirmed that the Quay was one of the most important areas for the town. • Important for press releases to be issued as soon as possible. <p><u>ACTION:</u> Press release to be drafted as soon as possible <u>ACTION:</u> Meeting to be arranged with Groundwork Gallery</p> <p><u>AGREED:</u> The Board subsequently agreed to all four recommendations.</p>	<p>DW JC</p>
<p>10. Long Term Plan for Towns - update</p> <ul style="list-style-type: none"> • A verbal update was provided to the Board. No further guidance regarding the LTPT had been received from government although, under current advice, work will continue. An expanded list of interventions was expected. 	
<p>11. Risk Register – quarterly update</p> <ul style="list-style-type: none"> • The risk register was shared with the Board. Due to lack of time remaining for the Board meeting, it was recommended that the risks relating to comms and the LGR were raised at a future meeting. No other changes were noted. 	
<p>12. Project highlight reports – covering December 2024</p> <p>Lack of time remaining for the Board meeting prevented the highlight reports from being discussed fully.</p> <p><u>Guildhall and Creative Hub</u> No questions were raised.</p> <p><u>Active and Clean Connectivity</u> See item 8. above. There is currently no project champion for ACC and the Board were asked to consider the role.</p> <p><u>Riverfront Regeneration</u> See item 9. above.</p> <p><u>Rail to River</u> No questions were raised.</p> <p><u>Multi-user Community Hub</u></p>	

Discussions around CCTV were positive and moving forwards. Legalities were being considered regarding the fast food van. Options would be recommended to the Board in the near future.	
13. Agreement to publication of exempt reports <ul style="list-style-type: none">• Action log – To remain exempt• Programme financial update – Agreed to publish• Board development session – To remain exempt• Comms and engagement update – Agreed to publish• ACC project decision – Agreed to publish• Riverfront project update – To remain exempt• Risk register – Agreed to publish• Project highlight reports – Agreed to publish	

Meeting closed at 15:20