

KING'S LYNN TOWN BOARD

Date: Friday, 28 February 2025	Location: KL Town Hall/MS Teams
Time: 1:00pm	Interim Chair: Vicky Etheridge

Attendees	
Board Members:	Vicky Etheridge, Andrew Stevenson, Nova Fairbank, Cllr Simon Ring, Cllr Deborah Heneghan, Adam Taylor, James Wild MP, Laura Dunne, Graham Slater, Zach Stanford, Kirsty MacLeod, Rik Martin, Carly West-Burnham, Chris Starkie, Supt. Sonia Humphreys, Harrison McNaught
Support Members:	Duncan Hall, Jemma Curtis, Ged Greaves, David Wiles, Michelle McLean, Sarah Parker, Eniola Adeshina, Hannah Edge

Minutes	Actions
<p>1. Apologies</p> <p>Board Members: PCC Sarah Taylor, Kate Blakemore, Cllr Alistair Beales, Kerry Heathcote, Bishop Jane Steen, Cllr Stuart Dark</p> <p>Support Members: Alexa Baker, Michelle Drewery, Vanessas Dunmall, Abigail Rawlings</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 Board were introduced to the new staff members within the Project Management Office.</p> <p>Reflections from the last meeting were noted:</p> <ul style="list-style-type: none"> The January meeting overran but it was generally accepted that this may be the case going forwards, now that the Board had increased in size and the need for all 	

<p>members to have the time to comment on important items. A number of decisions were expected in the coming year and all views must be recorded.</p> <ul style="list-style-type: none"> • The January Board meeting discussed Devil's Alley and arranging a meeting with Veronika Sekules and Caroline Williams at Groundwork Gallery – The meeting took place with an open and positive meeting that was well received. <p>The Chair confirmed attendance following two invitations that she had received. One for Monday, 3rd March to attend the Norfolk Economic Strategy Launch event at Westminster; and the second to attend the West Norfolk Marmot Place launch on 12th March.</p>	
<p>4. Minutes of previous meeting on 24 January 2025</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 – Michelle McLean was introduced to the Board, having recently been employed by the borough council as the new Project Accountant. Michelle updated the Board on the current position. Grant received so far in the sum of £18.6m, with further tranche payments expected end of April/beginning of May and the final tranche expected September/October time, subject to acceptable Monitoring & Evaluation reports. Noted.</p> <p>(c) Forward work programme – The Board noted that</p> <ul style="list-style-type: none"> • horizon scanning had been slotted into the forward work programme; • the forward work programme paper had been streamlined for the benefit of the Board with all meeting dates correct at the time of circulation; • a project update on the Guildhall was due for the March meeting and, with the expected length of the presentation, it was AGREED that a separate session focusing on the architectural development of the scheme by the Architects would be arranged prior to the March Town Board meeting. 	
<p>6. Town Board horizon scanning – Devolution update</p> <p>The Board had received a briefing note with the agenda pack. The Board noted the possible impacts as transfer to unitary powers progressed, including risks such as funding and disruption within the workforce. Elections for 2025 had been delayed, with a Mayor due to be elected in May 2026 to head up a new mayoral combined authority, with the possibility that two/three unitaries could be in place for Norfolk by 2028. Councils, as they currently stand, would then cease to exist. Norfolk districts and county were</p>	

<p>currently working together to set out a proposal for Norfolk to be submitted to government in March.</p> <p>ACTION: Chris Starkie is leading at NCC on the Norfolk and Suffolk proposal for Devolution and LGR, and a link to the current consultation (consultation deadline was confirmed as 13th April 2025) was to be circulated to the Board with an invitation to have their say. Any other salient links were to be included.</p> <p>Government has requested interim proposals for Local Government Reform by 21st March. A number of options from the consultation were expected to be put forward and NCC would take the time to work through all options.</p> <p>The Board AGREED that as funding was in place, it was important to move forward with the projects swiftly, to avoid jeopardising the projects. With the extra £20m committed as part of the LTPT, swift progress must be made with this also. Officers confirmed that advice had been sought from MHCLG, and that assurance had been received that Town Boards should continue to move forward with their project plans. Further advice was expected next week.</p> <p>A letter to stakeholders from BCKLWN on behalf of MHCLG had been received by all Board members to participate in the consultation on Devolution. ACTION: It was AGREED that a letter of support would be submitted to the government in response, with individual Board Member's responses through the survey.</p> <p>ACTION: The Board AGREED that government representatives should be invited to the next Board meeting to see first-hand what the Board is actively working on.</p>	<p style="text-align: center;">CS</p> <p style="text-align: center;">VE/ALL</p> <p style="text-align: center;">CS</p>
<p>7. Comms and engagement update</p> <p>The regular monthly update had been circulated, and David Wiles shared an updated comms and engagement strategy. The presentation was to be shared with the Board following the meeting.</p> <p>KL Magazine had planned some editorial features, one particularly around old libraries when residents would be assured that reusing and retaining the heritage of old buildings would not be lost. It was AGREED that KL Magazine and borough council Comms would work together on any features.</p> <p>Action: DW to circulate draft strategy and slides for final comments from the Board</p>	<p style="text-align: center;">DW/LD</p> <p style="text-align: center;">DW/ALL</p>
<p>8. Riverfront Regeneration Draft Project Adjustment Request - decision</p> <p>Following the last board meeting when the Riverfront project status was presented, the Board had agreed to move ahead with the Project Adjustment Request (PAR), by</p>	

<p>removing the Devil's Alley element of the project and moving the £2m to the Guildhall project. The Devil's Alley scheme would be moved to the LTPT. The text relating to the PAR was shared with the Board. Some of the outputs were yet to be confirmed but were currently being worked through. A meeting had already been held with the area lead at MHCLG who were supportive of the changes. A council delegated decision would be needed following the Board's agreement to the draft. The final proposal would be ready for the March Board meeting to be signed off. Agreement to the narrative written for the PAR was sought today. The Board AGREED to the draft being finalised ready for agreement at the March Board meeting.</p>	<p>AR/JC</p>
<p>9. Project Highlight reports covering January 2025</p> <p>(a) <u>Programme overview</u> The Board noted the overview. The completed Boost project had been expanded through the West Norfolk-wide UKSPF. Report was due to go to Cabinet next week for a further year's continuation.</p> <p>(b) <u>Guildhall and Creative Hub</u> Enabling works had begun with the removal of the heritage and archaeological items, some of which would be on display in the office for all to see and some of which would be stored safely on site. The office on King Street had been rebranded with the Guildhall Project. Preparations for a tender were in progress with precise figures due to go to Cabinet and Council in July. Opportunities for the public viewing would arise once the medieval flooring had been fully revealed.</p> <p>(c) <u>Active and Clean Connectivity</u> It was agreed at the last meeting that no further interventions would be considered for the Tennyson Avenue crossing. Safety concerns were identified as the most important factor, and this would progress with NCC as a separate issue. Work was starting on the Enterprise Park to look at contamination concerns with a report due in April. The Active Travel Hub on the Enterprise Zone did not currently have full road access and was not part of Town Deal funding. The borough council's capital funding had been approved, in principle, via the Norfolk business rates retention arrangement, final approval due once site investigations had been completed. Once investigations were complete, the hub and access road would proceed as one project through the framework contractor. ACTION: An update on active travel plans and outcomes was requested and should be reported at the next Board meeting.</p> <p>(d) <u>Riverfront Regeneration</u> A verbal update on the Riverfront was unnecessary this month, as the project was progressing to plan.</p> <p>(e) <u>Rail to River</u></p>	<p>MA</p>

<p>Pop-ups were expected to be occupied shortly. Purfleet archway was currently being re-procured. The inner Purfleet had received early feasibility funding to consider the technical work which would start in two/three weeks. Consideration was being given to continuing the project with a view to possibly join up with the outer Purfleet.</p> <p>(f) <u>Multi-user Community Hub</u></p> <p>Overall status for the project was on track. Delays following the planning application had been concluded and determination was now expected early next week. Colour schemes and patterns for the building were now agreed. As soon as planning consent had been received the Board would be given sight of the final design, and hoardings would then be updated accordingly. The Autumn opening date was still on track for Autumn 2025, although a firm date was yet to be announced.</p>	
<p>10. Agreement to publication of exempt reports</p> <ul style="list-style-type: none"> • Action log – AGREED to publish • Financial update – AGREED to publish • Forward Work Plan – AGREED to publish • Horizon scanning – AGREED to publish • Comms and engagement strategy – AGREED to remain exempt for further amends • PAR for Riverfront – AGREED to remain exempt • Project Highlight reports – AGREED to publish 	

Meeting closed at 3:00 pm