

KING'S LYNN NEIGHBOURHOOD BOARD

MEETING NOTES



Date:	Friday, 27 th February 2026	Location:	KL Town Hall/MS Teams
Time:	1:00pm	Chair:	Vicky Etheridge

Attendees	
Board Members:	Vicky Etheridge, James Wild MP, Cllr Alistair Beales, Cllr Simon Ring, Kate Blakemore, Kerry Heathcote, Graham Slater, Adam Taylor, Carly West-Burnham, Andrew Stevenson, Nova Fairbank, Hannah Edge, Kirsty Macleod.
Support Members:	Duncan Hall, Jemma Curtis, Michelle McLean, Nicola Cooper, Sarah Parker, Charlotte Marriott, Chris Marsh (external), Clive Darnell (external).

Minutes	Actions
<p>1. Apologies Board Meeting</p> <p>Board Members: Laura Dunn, Bishop Jane Steen, Zach Stanford, Rik Martin, Chris Starkie</p> <p>Support Members: Michelle Drewery, David Wiles</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) – AT to contact PMO to confirm removal of declaration following project completion. Bishop Jane Steen & Rik Martin (Capacity building Proposal) 	AT
<p>3. Introduction</p> <p>The Chair addressed the KLNB and welcomed and introduced Chris Marsh and Clive Darnell who joined the meeting to discuss their experience of community trusts and development programmes relating to agenda item 6. This discussion will help build the board's understanding of how we can use PiP funding and what the government wants us to achieve with the programme.</p>	
<p>4. Minutes of previous meeting on 30 January 2026</p> <p>Minutes from the previous meeting were noted and AGREED.</p>	
<p>5. Items to note – any queries from the Board</p> <p>(a) Action log - noted.</p>	



<p>(b) Forward Work Programme – noted.</p>	
<p>6. Pride in Place (PiP) Programme</p> <p>PiP Conference Feedback</p> <p>An overview was given following attendance at the network conferences hosted by MHCLG in early February by invited KLNB members. The conferences were an opportunity to find out more about the PiP Programme, network with other areas also preparing their delivery plans and review key learnings and takeaways from the event. A summary of the actions and next steps the KLNB need to progress were discussed and the differences between the Phase 1 Towns and Phase 2 Neighbourhoods approach. With King’s Lynn being a Phase 1 Town, there is a challenge due to a significantly bigger population and multiple neighbourhoods that funding will be spread more thinly, and impacting those neighbourhoods as successfully as those working in a Phase 2 Neighbourhood would need careful consideration. The aim of the programme is to help enable and empower communities to continue the work past the 10-year investment period to embed within their communities. The Asset Based Community Development (ABCD) approach will be fundamental to ensuring successes and programme implementation and therefore investment in capacity building will be crucial for delivery.</p> <p>PiP and the Community Led Model</p> <p>Guest speakers Chris Marsh, advisor to MHCLG and Clive Darnell from the Goodwins Trust joined the meeting to discuss learned successes from the ABCD approach and their experiences of community-led regeneration. Technical issues did shorten the knowledge sharing, however a key theme identified to help ensure success with this initiative is having a clear prioritisation strategy. Targeted funding for projects in neighbourhoods where it is most needed will be critical, as well as considering the most effective approach for these most deprived areas. It was suggested to the Board that consideration needs to be given to how much extra investment, and change can be leveraged with the funding. Chris suggested that the Board think about how the investment could leverage innovation and social infrastructure in order to create sustainability and better outcomes for people and place. Legacy is an important factor and investment made in neighbourhoods now, needs to support sustained partnerships and outcomes that create a long-lasting impact.</p> <p>The Board discussed whether reflections could be shared around the small practical things public sector bodies can start to do to help demonstrate appetites for change, alongside better partnering and collaboration with the Voluntary sector. Partners presently working in the NHS stated they have already successfully begun implementing new ways of working which has created positive outcomes. These examples can be shared with the Board. It was felt that following the outcome of Local Government Reorganisation, this would be an ideal time to implement change.</p>	

<p>In terms of governance models, Chris Marsh suggested that a “Hub and Spoke” model might be appropriate for King’s Lynn and be a way to foster community leadership and involvement across multiple neighbourhoods.</p> <p>Cllr Ring suggested that the new King’s Lynn Library provides a new opportunity for sharing knowledge and engagement with communities.</p> <p>The Board agreed that the premise of this programme is to let the communities lead the change needed in their neighbourhoods that leaves a legacy for future generations.</p> <p><u>ACTION:</u> Add the PiP Conference Feedback to the KLN Board Action Log to reinforce the community led strategy to enhance understanding and the new approach to delivery.</p>	PMO
<p>7. Consultation King’s Lynn Parish (Town) Council</p> <p>Information was cascaded to the Board with regards to the current consultation for a Parish (Town) Council in King’s Lynn. The Community Governance Review (CGR) is a statutory process that allows local authorities to review community representation and make structural changes where appropriate. For King’s Lynn, the CGR is the only formal mechanism available to establish a new Parish Council, which could subsequently declare itself a Town Council at its first meeting. King’s Lynn is currently the only unparished area in West Norfolk and the Council’s Local Government Reorganisation (LGR) submission (Sept 2025) included a proposal for full parishing across the borough, in response to the Devolution White Paper (Dec 2024).</p> <p>The impact of Local Government Reorganisation from April 2028, means existing Norfolk councils (county, district, borough, and city) will be replaced by one, two, or three unitary authorities, a decision which is expected from central government within the next month. In the absence of establishing a Parish Council, King’s Lynn would have no lower tier of local government post LGR. It was explained to the board that creating a Parish (Town) Council would:</p> <ul style="list-style-type: none"> • Provide a local democratic voice for residents. • Support delivery of defined local services (scope determined later in the process). • Retain the Mayor and protect civic traditions, which could otherwise be lost under a unitary structure. <p>The consultation and decision timeline is as follows:</p> <p>Stage 1 Consultation</p> <ul style="list-style-type: none"> • Open until 27 March (4pm) and will focus on whether residents support creating a Parish/Town Council. • Officers analyse resident feedback for decisions to move this forward. • Draft recommendations are developed and considered through the Council’s democratic processes. • Full Council decides whether to progress to the CGR this decision will be informed by both resident feedback and the final LGR outcome. 	



<p>Stage 2 Consultation</p> <ul style="list-style-type: none"> • If approved, residents are consulted again on the draft recommendations. • Officers analyse resident feedback for decisions to move this forward. • Final recommendations are produced afterwards based on feedback. <p>Implementation Date</p> <ul style="list-style-type: none"> • If the Council proceeds through all stages of the CGR, a new Parish Council could be established by May 2027. • This timeline is indicative and contingent on Full Council decisions. <p>A Board member queried whether some insight from the questions could be shared with the board once complete. The Interim Governance manager advised this request would need to be investigated based on the data being collected for a specific purpose so it would be taken as an action.</p> <p><u>ACTION:</u> Circulate updated slides to the Board for further information and review.</p> <p><u>ACTION:</u> Provide consultation questions and investigate whether insight from the consultation questions can be shared with the Board.</p>	<p>PMO CM</p>
<p>8. Updated Monitoring Framework for Town Deal Projects</p> <p>An update was provided on recent government reforms which have merged the Towns Fund, Levelling Up Fund and Future High Streets Fund which have now been combined into the new Local Regeneration Fund. As part of this change, monitoring, reporting and governance requirements for these programmes have been consolidated and the monitoring framework simplified. A comparison exercise has been carried out to review how existing project outputs and outcomes (from the original Towns Fund guidance) align with the new revised outputs and outcomes, which will apply from April 2026. Some measures remain similar, while others are new or differ significantly from those originally agreed.</p> <p>The Board was asked to consider whether this reporting should:</p> <ul style="list-style-type: none"> • Focus solely on the new outputs and outcomes (mandatory), or • Continue to capture the original outputs and outcomes in parallel, where this would add value to still review those outputs and outcomes originally agreed. <p>The Board expressed support for avoiding unnecessary additional work, favouring reporting only against the new requirements unless there is clear benefit in retaining original measures. Concerns were raised that the new framework appears more place-focused and less people-focused, potentially missing important data such as learner numbers, course participation, or entrepreneurship activity. It was noted that these insights may be captured elsewhere, for example through the Pride in Place Programme and will continue to be recorded operationally (e.g. learner numbers, bookings), even if not included in six-monthly monitoring returns.</p>	

<p>The Board also emphasised the importance of retaining visibility of key original success criteria, particularly for projects like the library during post-project reviews, rather than in every reporting cycle. Government expectations are that projects continue monitoring for three years post-completion, so capturing broader outcomes at those milestones remains important.</p> <p>A suggestion was made to explore how the library project board's structure and reporting could evolve post-launch, ensuring continuity of learning and oversight without duplicating existing governance arrangements.</p> <p>A point was raised around some terminology in the new framework (e.g. <i>"Take Back Our Streets"</i>) which reflects national government missions but has been raised as a point of concern at previous meetings. The Board were advised this was the governments terminology but for communication at a local level alternative language can be used if preferred.</p> <p><u>ACTION:</u></p> <ol style="list-style-type: none"> 1. Review where terminology "Take Back Our Streets" appears in documentation and opt for a more appropriate alternate language. 2. Monitoring of Towns Fund specific outputs and outcomes to be captured in post project reviews and evaluations. 	<p>JC/NC</p> <p>JC/Project Leads</p>
<p>9. Quarterly Risk Register</p> <p>The quarterly risk register was noted with no queries regarding the information reported. A query was raised as to whether the elections are a consideration and should be potentially added.</p> <p><u>ACTION:</u> Speak with PMO Manager to discuss the above question and ascertain validity of the request.</p>	<p>PMO</p>
<p>10. Project Highlight Reports - Covering January 2026</p> <p>a) <u>Programme Overview</u> Noted</p> <p>b) <u>Guildhall</u> Interpretation is a core part of the visitor experience and a key revenue driver for the attraction. The team is in the process of appointing an immersive interpretation contractor. The King Street public realm improvement works continue and a public non-statutory public engagement activity will begin on 13 March, ahead of the formal planning application to gather early feedback. Recent issues with a sinkhole/ collapsed drain have been resolved within a week. A large protective wrap will soon cover the Guildhall for approximately one year while roof works take place. And Historic England grant funding is now confirmed, and work programmes have been aligned to ensure the grant funding can be fully utilised.</p>	

<p>c) <u>Active & Clean Connectivity</u> The Gayton Road crossing is due to complete March 2026. The Baker Lane Active Travel Hubs is due to go to the planning committee early March 2026, Enterprise Park ATH in April 2026 with a Cabinet report going to Council 3 March 2026 for permission to let the Active Travel Hubs contract and to let the contract for the Western access road to serve the Enterprise Zone Active Travel Hub.</p> <p>d) <u>Riverfront Regeneration</u> The Custom House tender is live and will close on 30 March 2026. The Dryside is going well and should complete by July 2026. The small funding gap with regards to the Custom House will be filled by the BCKLWN following the approval received on the budget. Revised design work has taken place for Devils Alley with the view of creating a light touch greening space with commercial space at the front. Ahead of these proposals there are plans to cut back the vegetation and tidy up the area to help improve the look and safety of those accessing the alley between the quay and the town.</p> <p>e) <u>Rail to River</u> The review of the Pop Ups is underway and the scaffolding previously up on the Cashino building following the fire is now down. The Purfleet Arch is still not complete due to ongoing challenges relating to the consent from Boots, and a review of alternate options may be prudent to manage the outstanding ambition. The Chair agreed to follow up with Boots rep at National BID board.</p> <p>f) <u>King's Lynn Library (Multiuser Community Hub)</u> The Board benefitted from the tour held earlier in the day and saw how far the project has come. The opening date is the 16 March 2026, and the new library will now feature 24.3% more stock so where the old library held 17,000 items the new library will hold 21,546 books in stock. Planning continues to be finalised ahead of this deadline.</p> <p>It was raised at the meeting that the project highlight reports are submitted one month behind in line with the agenda pack submissions but additionally the spoken dialogue given at the in-person meeting gives a more real time update. This is then repeated at the retrospective reporting the following month due to the lag. The board asked if we are able to review the current process to avoid this happening moving forward and maybe look at the investment of software to facilitate this.</p> <p><u>ACTION:</u> Investigate the possibility of producing real time reporting via software investment of other means to improve communication and project insight to the Board.</p>	<p style="font-weight: bold; font-size: large;">PMO</p>
<p>11. Finance Update The Finance update highlighted the overall project budget of £57.7K with the overall project variance of £58,743. This variance will be mitigated by the BCKLWN for £350K following the budget approval at full Council and an Enterprise Zone paper that is due to be submitted and approved will cover the remainder.</p>	

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<p>12. AOB The Chair asked for reflections on the King's Library Tour where the board agreed the building was very impressive. The College of West Anglia is very excited about the prospect of using the facility.</p> <p>A Post Project Review would be beneficial as previously discussed to fully the review the project, lessons learned and benefit realisation.</p>	
<p>13. Meeting Closed at 3:00pm</p>	
<p>Date and time of next Board meeting</p>	<p>Friday 27 March 2026 1:00pm – 3:00pm</p> <p>King's Lynn Library TBC</p>

<p>After the meeting the Chair agreed to the publication of the following papers:</p> <p>04. Minutes of Previous Meeting – AGREED</p> <p>05. a. Action log – AGREED b. Forward Work Plan – AGREED</p> <p>06. PiP Conference Feedback – AGREED</p> <p>07. Consultation on King's Lynn Parish (Town) Council – AGREED</p> <p>08. Updated Monitoring Framework for Town Deal Projects – AGREED</p> <p>09. Quarterly Risk Register - AGREED</p> <p>10. Highlight Reports - AGREED</p> <p>a. Programme overview</p> <p>b. Guildhall & Creative Hub</p> <p>c. Active & Clean Connectivity</p> <p>d. Riverfront Regeneration</p> <p>e. Rail to River</p> <p>f. Multi-User Community Hub</p> <p>11. Finance Update – AGREED</p>	
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