



BURNHAM MARKET PARISH COUNCIL

MINUTES OF BURNHAM MARKET PARISH COUNCIL MEETING

held on Monday 20th June 2022 at 6:30pm at Burnham Market & Norton Village
Hall, Beacon Hill Road, Burnham Market, PE31 8EN.

Present: Cllrs. J Scoles (Chair), P Borlace, K Neville-Eliot, D Aylen, S. Smith, G Nelson and
D Clark. Clerk: Caroline Boyden (CB)

Members of the public: 9 including Mr. James Bracey from the Holkham Estate.

1. Welcome from the Chairman.
Apologies and consideration of acceptance for absence.
Cllrs Jamieson & Campbell-Gray.
2. Member's declarations of interest and requests for dispensations:
None
3. The minutes of the Full Council Meeting held on the 16th of May 2022 were agreed as a
true and correct record and signed by the Chair. Proposed by Cllr Clark, seconded Cllr
Neville-Eliot and all in favour.
4. To consider and elect committee/working party members and leads:
 - a. Finance Committee – Cllr Scoles is Lead with Cllrs Borlace and Neville-Eliot.
 - b. Staffing Working Party – Cllr Neville-Eliot is lead with Cllrs Campbell-Gray and
Borlace.
 - c. Planning Working Party – Cllr Borlace is lead with Cllrs Campbell-Gray and Clark.
 - d. Allotment Working Party – Cllr Nelson is lead with Cllrs Scoles and Neville-Eliot.
 - e. Recreation Working Party – Cllr Aylen is lead with Cllrs Scoles and Nelson.
 - f. Police Liaison – Cllrs Smith is lead with Cllr Clark.
 - g. Jacks Lane Wind Farm – Cllr Scoles
5. Public Speaking
 - a. 3 members of the public requested information regarding the Burger Van. It was
made quite clear that the Parish Council are fully supportive of food vans, but they
have to be in safe locations. Cones has been put out for 20.6.22 following guidance
by Highways and a new location has been found. Cllr Scoles apologised for any
upset caused and it was unintentional.
 - b. The cardboard signs in various locations require moving and Cllr Scoles has asked
the traders association to remove these as a matter of urgency.

6. To receive any reports:

6.1 County Councillor Andrew Jamieson: No report

6.2 District Councillor Sam Sandell: No report

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Signed

Date

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7. A report on progress on items from previous meetings:

- 7.1 The Parish Council thanked all involved in the Platinum Jubilee Events which were very successful and well supported.
- 7.2 Craft Fair – no update for this meeting.

8. Planning.

8.1 To consider and respond to Planning Applications received from Kings Lynn Borough Council as below plus any additional planning applications circulated by the clerk prior to the meeting: NONE

8.2 Decisions: (for information) NONE

9. Finance.

- 9.1 The circulated payments and receipt report for May was proposed by Cllr Smith, seconded by Cllr Scoles and all in favour.
- 9.2 To approve the circulated bank reconciliation and statement for May was proposed by Cllr Neville-Eliot, seconded by Cllr Aylen and all in favour.
- 9.3 The proposed payments for June (to date) were proposed by Cllr Scoles seconded by Cllr Nelson and all in favour.
- 9.4 The clerk requested permission to go ahead with the quote received from Cozens for the completion of replacing the streetlights with LED's. Proposed Cllr Nelson, seconded Cllr Neville-Eliot, and all in favour.

10. Administration.

10.1 Clerk's Report: The link to the NCC highways portal complete with information and a copy of the bus timetable has been sent to the newsletter for inclusion. Been working with Highways and the new Engineer, Damien Jeffries – we now have to report any Highways matters via the NCC portal and not directly. This should be used by members of the public too as it gives an update. I will also put any reports emailed to me with the exact location and images if possible.

New Standing Orders and Code of Conduct have been discussed during the GDPR training I went on last week and further information to be provided by NALC when agreed.

Complaints via phone on the cardboard signage still in the village on the Jubilee events. Scribe accounting system and bank updates including training undertaken.

10.2 Emergency Plan – no update for this month.

10.3 Street Food Policy – no update for this month.

11. Highways:

11.1 All reports for highways matters to be via the NCC portal.

11.2 Rangers jobs – nothing at this time.

12. Neighbourhood Development Plan update:

The clerk has completed the request for the next stage of funding and the Key Views and Local Green Spaces information had been circulated and proposed Cllr Scoles, seconded Cllr Nelson, with all in favour.

13. Amenities:

- 13.1 Cllr Ayles advised that the football posts and nets had been delivered.
- 13.2 Cllr Scoles advised that quotes from local builders were being requested for the work on the Pavilion.
- 13.3 Allotments – The committee was now set up and first job is to confirm plots and vacancies.

14. Correspondence was NOTED:

- a. Email from the Reading Agency re access to the Green was declined.
- b. Email from a parishioner re the original sign on the Nurse’s House on Church Walk – Cllr Borlace advised that this would be a matter for the builders and that the original planning application went back to 2018. Cllr Borlace will check and advise if enforcement is required.
- c. Email from a parishioner regarding more double yellow lines along Church Walk as visibility is very poor due to cars parked. To be reported to Highways via the portal and clerk to request a site visit by Highways.
- d. Second homes council tax premium – no update.
- e. Email re family seeking rehoming in the village – clerk advised they can now apply.
- f. Email re Egmore Farm online meeting – attended by Cllrs Neville-Eliot and Clark.
- g. Email re parishioner running in the London Marathon and request for tombola event on the green – granted.
- h. NARS request for a donation – agreed £100 donation.
- i. OTN – re pylons/separate cables from offshore wind farms – Cllr Clark agreed to take this on.

15. Matters for the next agenda:

- Update on the Neighbourhood Development Plan
- Emergency Plan Review
- Craft Fair update
- Allotment update

16. Public Speaking:

Previous reports of benches in need of maintenance, Beacon Hill gully cleaning and overgrown footpaths have already been reported. The benches will be taken care of the Parish Council maintenance team and other items reported via the Highways portal. The clerk advised again that all highways’ issues now have to be reported via the portal. The clerk had advised planning regarding possible enforcement at Beacon Hill cottage re.the building of a wall which was not on the original application. It was made clear that although there was no Parish Council meeting in August, all enquires, issues, planning etc., would be handled in the usual way.

17. Forthcoming Meeting:

Parish Council Meeting Monday 18th of July 2022 from 6.30pm, to be held at the Village Hall.

Meeting Closed: 19.26

Signed

Date