



BURNHAM MARKET PARISH COUNCIL

MINUTES OF BURNHAM MARKET PARISH COUNCIL MEETING

held on Monday, 18th December 2023 from 6.30pm at Burnham Market & Norton
Village Hall, Beacon Hill Road, Burnham Market. PE31 8EN

Present: Cllrs D Clark (DC) Chair, D Cressy (DC1), J Neville-Eliot (JNE), Kath Neville-Eliot
(KNE) and Fiona Walker (FW), Parish Clerk
Borough Councillor Sam Sandell
Members of public: 6 (2 part time)

1. Welcome from the Chairman
Apologies received from Cllrs Morris, Evans, and Piper.
2. Member's declarations of interest and requests for dispensations – Cllr Walker re planning applications 23/00103/F & 23/01688/F.
3. Public participation:
 - 3.1 The 2 current committee members of the Craft Fair advised that they had been seeking new members of a number of years and 3 core members with at least 11 volunteers are needed to cover the event plan, BCKLWN, Highways, public liability insurance, booking stalls etc. Unfortunately, all current volunteers have stood down along with a long-term member and the 2 members left will stand down asap after giving the last donations out.
The community see the Parish Council to be responsible for approving the use of the greens and car parking. Concerns regarding a commercial take over as the event has always been totally transparent and a commercially run Fair would involve the organisers taking a percentage.
The Burnham Society started the Craft Fair to support worthy causes.
 - 3.2 An offer was made for an open meeting to advise local small groups/charities on what funding was available and how to apply.
4. Minutes of the meetings held on the 20th of November 2023 were agreed as a true and correct record. Proposed KNE, seconded FW, and all in favour who attended that meeting.
5. Matters arising:
 - 5.1 Pavilion Project – Cllr Kath Neville-Eliot and the Clerk will look into hire charges, cleaning, interior equipment and furnishings.

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Cllr Clark advised that the rubbish bin had been tipped over and a number of large gas

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canisters were found. Also, someone had tried to force the door and the police had been advised. CCTV to be researched.

5.1 Sutton Lea – Cllr Cressy advised that an online meeting had been held with 2 representatives from Freebridge to discuss how the Parish Council could offer support. It appears that the residents are very well looked after, and the only issues were medical and loneliness. Cllr Cressy requested that a representative attend the PC meetings and clerk to add this to the next newsletter. ACTION: Clerk

5.2 Playing field car park update – Cllr J Neville-Eliot advised that phase one of the work has now been completed and it is hoped that the second phase will take place in the Spring of 2024. We still require around £4k of funding. It was suggested to ask the Bowls and Tennis Clubs for a donation.

5.3 CE Projects/Funding – Cllr J Neville-Eliot advised that the date for the trod was now the end of January 24, which will be followed by work on the pit and surrounding area. The car parking/walking project had stalled due to lack of support from NCC and Cllr Sandell offered to arrange for a contact at the Borough Council to make contact on this subject including funding. Cllrs Walker and J Neville-Eliot are looking at the reintroduction of the footpath to Deepdale.

5.5 Cllr K Neville-Eliot is reviewing the old Resilience Plan and Cllr Sandell suggested that I looking at the 2021 census would be helpful. To put in the newsletter re volunteers.

6 To receive reports:

6.1 County Councillor Andrew Jamieson – no report

6.2 Borough Councillor Sam Sandell:

Trying to get a general monthly newsletter available to all clerks from the Councillor Leader but not forthcoming at the moment.

The Helipad at the hospital has been approved and Sam has contacted James Wild regarding the funding for the new hospital. The multi-storey car park has also been approved and work has started.

7 Planning:

7.1 To consider and respond to Planning Applications received from Kings Lynn Borough Council in line with comment dates, as below plus any additional planning applications received & circulated by the clerk prior to the meeting:

23/02134/F - Single storey rear and side extension at 19 Mill Green Burnham Market – a no observations comment proposed by Cllr Cressy, seconded Cllr Clark and all in favour.

23/00103/F – Amended details: Application for 2no. dwellings and an agricultural barn, demolition and clearance of existing buildings and structures, and associated works. at Overy Road Nurseries Overy Road Burnham Market – support proposed Cllr Cressy, seconded Cllr Clark and all in favour. Cllr Walker abstained.

23/00260/TREECA | The 2 trees are either plum or cherries . The other plant is a ceanothus and a wisteria. We would like to fell the trees and ceanothus and grind the stumps. We have been in touch and sought advice from an arborist. | Ulph Cottage 8 Ulph Place Burnham Market – proposal to support the Borough Council arborist by Cllr Cressey, seconded Cllr Clark and all in favour.

23/01688/F Extensions to a house at 6 Church Walk – now that the balcony has been removed from the application, proposal for no observations by Cllr Cressy, seconded Cllr Clark and all in favour. Cllr Walker abstained.

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7.2 Decisions: (for information) –

23/01866/F | Existing glazed conservatory roof to be removed and new insulated

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plasterboard ceiling installed with lead roof covering to match adjacent roof finishes | The Hoste Arms 14 Market Place Burnham Market – Application Permitted. 23/01186/F | Demolition of existing double garage and construction of detached annex for elderly relative. | The White House 62 Market Place Burnham Market – Application Permitted.

7.3 Enforcements: (for information) -

23/00691/UNOPDE | authorised Operational Development | Flint Cottage 24 Beacon Hill Road Burnham Market – Pending Consideration

7.4 Appeals: (for information) – No new appeals

7.5 23/01354/LA_TEN | Temporary Event Notice (TEN) | Current Licence | The Pharmacy 67 Market Place Burnham Market

23/01371/F | Variation of Condition 1 attached to Planning Permission **22/01459F**: existing house and garden structures are to be demolished. A two storey replacement dwelling - three timber pavilion structures with pitched roofs on a masonry plinth is proposed. The scheme includes a driveway and associated hardstanding for vehicle parking | Burnham Rise Herrings Lane Burnham Market – Application Permitted

7.3 Enforcements: (for information) - No new enforcements

7.4 Appeals: (for information) – No new enforcements

8 Finance

8.1 To approve the circulated Bank Reconciliation, payments & receipts for November 2023 proposed Cllr Clark, seconded Cllr Cressy, and all in favour. £57,936.51 in the bank accounts to 30.11.23

8.2 To consider and approve circulated payments list for December 23 (to date) proposed Cllr J Neville-Eliot, seconded by Cllr Cressy and all in favour.

8.3 To consider the 2nd draft budget for 2024/25 – the precept at 4.5% and budget was proposed by Cllr Cressy, seconded by Cllr J Neville-Eliot and all in favour.

9 Administration/Committees

9.1 Clerk's Report – Working on the Financial Reserves Policy and updated 2nd draft budget. Attended a session on the Local Council Award Scheme which has 3 levels. Suggest we go for the Foundation Level as we cannot go higher due to now having less than 2/3rd of elected councillors.

The new Biodiversity Policy needs more time to get this in some order related to our Parish. Hopefully work can begin between Christmas and the New Year.

Sally Whitworth has advised that she will, after 9 years, stop her cake stall for Heritage House at the end of December. Sally thanked the PC for allowing the use of the green and she will be missed.

Vandalism in the newly decorated tele kiosk has led to a number of books having to be moved to the church library and the damaged books have had to be recycled.

10 Highways

10.1 SAM 2 – Now on the Docking Road and will be monitored by Cllr J Neville-Eliot. Cllr Cressy requested that a location on North Street be considered due to the amount of speeding during the evenings.

Cllr Sandell advised that the speed team results can be requested following 2 sessions at Barrow Pit – will advise clerk.

10.2 Trod update – 29th January 2024.

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11 Amenities

11.1 Allotments – Creake Road allotments now full and the Clerk thanked Mr. Lynn for

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his support and dedication to the allotments.

- 12 Correspondence as received:
 - 12.1 .gov.uk domain addresses – Go live agreed 1st January 2024. ACTION: ALL
 - 12.2 Cycle storage offer from Borough Council – location to be advised to the clerk.
 - 12.3 Craft Fair – as discussed under point 3.1

- 13 Matters for the next agenda.
 - Pavilion update
 - Projects
 - Resilience Plan
 - Holiday Let letters

- 14 To receive any questions from members of the Public. 15 minutes in total with 3 minutes per speaker.
 - 14.1 Opposite Angles House – garage conversion – thought to be under permitted development.
 - 14.2 White Gates on Beacon Hill – clerk to check. ACTION : Clerk
 - 14.3 At the bottom of Norton Hill there is a lot of debris which needs to be cleared.

NOTE. All Highways issues to be reported by residents to the NCC or in writing to the Clerk. <https://apps.norfolk.gov.uk/highwaysdefect/?s=road&t=tree>

15 Forthcoming Meetings:

The next Parish Council meeting will be on the 22nd of January 2024 from 6.30pm.

Meeting ended at 20.12 and the Chairman thanked everyone for attending.

PAYMENTS FOR DECEMBER 2023

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Date

SSE Streetlights	£ 163.36	Direct Debit
Eon	£ 48.88	Direct Debit
Wave (water pavilion)	£ 5.19	Direct Debit
ECS Computers	£ 24.90	Direct Debit
EE	£ 18.50	Direct Debit
Cozens Maintenance	£ 60.00	Standing Order
Clerk Salary	£1008.86	Standing Order
HMRC	£ 336.12	Standing Order
Clerk Expenses November	£ 121.11	
Pension	£ 386.99	
Eurooffice	£ 42.82	
Heronwood inc trod area clean up	£ 876.00	
A McGinn deposit	£2177.27	
NPTS clerk training	£ 48.00	
Heartsafe defib pack (paid by Gun Hill)	£ 28.85	
A McGinn complete payment	£6531.79	
Paris Print & Design	£ 57.60	

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