

# MINUTES OF BURNHAM MARKET PARISH COUNCIL MEETING

held on Monday 20th December 2021 at 6:30pm  
at Burnham Market & Norton Village Hall,  
Beacon Hill Road, Burnham Market, PE31 8EN.

Present: Cllrs D Aylen, R Campbell-Gray, P Borlace, K Neville-Eliot, J Scoles (Vice Chair).

Clerk: Caroline Boyden

Members of the public: None

1. Welcome from the Vice Chair.
2. Apologies and consideration of acceptance for absence.  
Cllrs P Woodhouse & Jamieson due to previous engagement.

Members' declarations of interest and requests for dispensations.

3. The minutes from the Full Council Meeting held on the 15<sup>th</sup> of November 2021 were agreed as a true and correct record and signed by the Chair. Proposed by Cllr Campbell-Gray, seconded Cllr Neville-Eliot.
4. Public Speaking  
None
5. To receive any reports:
  - 5.1 County Councillor Andrew Jamieson, report as sent 1.12.21
  - 5.2 District Councillor Sam Sandell, as sent
  - 5.3 Police Representative Paula Gilluley, as sent
6. A report on progress on items from previous meetings.
  - 6.1 Update on the artwork for the noticeboard map. Cllr Scoles advised that the new artwork was under review and can be removed from forthcoming agendas.
  - 6.2 The work on the Platinum Jubilee celebrations continue, and Cllr Scoles reported that the traders are working together and the Bandstand had been booked from the Thursday to the Sunday.
  - 6.3 Cllr Borlace reported that he has contacted Hayes & Storr regarding the documentation copies.
7. Planning.
  - 7.1 Planning Applications received from Kings Lynn Borough Council:
    - a. T1 tulip tree, crown raise and clean out T2 walnut, deadwood, thin at tips, raise 6m T3 holly 8m raise T4 holm oaks 3m crown radius reduction focused at house and road, deadwood T5 holly height reduction by half to about 4.5m and reshape.

Page 1 of 4

Signed .....

Date .....

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Burnham House 86 Market Place Burnham Market Norfolk PE31 8HD  
Ref. No: 21/00252/TREECA - **no objections raised.**

- b. Quercus Ilex - Crown Reduction over road within Conservation Area.  
Crabbe Hall Creake Road Burnham Market King's Lynn Norfolk  
Ref. No: 21/00246/TREECA - **no objections raised.**
- c. 21/00733/F & 21/00734/LB Renovation of existing building and conversion of attic into habitable space with the construction of Velux on the south facing roof plane dormers at The Garden House, 24 Front Street. This is **now supported** as the proposed Dormers have been removed.
- d. 21/002121/F 25 Front Street – variation of planning permission 17/03079/F. This was discussed in detail and **objections to be raised** regarding its variation to the approved plan. It was considered that noise and privacy to neighbouring properties was very concerning. Neighbours have objected to the living accommodation being on the first floor. The approved plan 17/03079/F was for the traditional layout of living accommodation on the ground floor.
- e. 21/02362/F 4 St Ethelbert's Close Burnham Market – single storey extension to replace conservatory. **It was agreed to object** to this application as the proposed conservatory is nearly the size of the ground floor in the main house.
- f. 21/02306/F Replacement dwelling at Sunnymead, Whiteway Road, Burnham Market. **This is supported** with a condition that the garage and outbuilding are built detached from the main building as concerns raised it could be used for a furnished holiday let. The PC would also like to add its concerns about potential flooding on the site.

All above decisions proposed Cllr Scoles, seconded Cllr Borlace and all in favour.

- 7.2 The decisions taken by Kings Lynn Borough Council were NOTED:
  - a. 21/01335/F Mill Wood House, Herrings Lane, Burnham Market. Demolition of existing dilapidated building and erection of incidental outbuilding.

#### 8. Finance.

- 8.1 The circulated payments and receipt report for November was proposed by Cllr Aylen, seconded by Cllr Borlace and all in favour.
- 8.2 To approve the circulated bank reconciliation and statement for November was proposed by Cllr Campbell-Gray, seconded by Cllr Neville-Eliot and all in favour.
- 8.3 The proposed payments for December were proposed by Cllr Scoles, seconded by Cllr Aylen and all in favour.  
All were very pleased with the reports provided by the clerk via Scribe.

#### 9. Administration.

- 9.1 Access to the new Scribe system to be set up for Cllrs Scoles, Neville-Eliot, Borlace and Aylen. Clerk to action.
- 9.2 The new website was seen as a great improvement and the clerk requested photographs of the village. Amenities to add tennis and bowling. Site to go live 1<sup>st</sup> February 2022.

- 9.3 Clerks Report –
- a. The date for the April 2022 meeting is a bank holiday and it was agreed to move to the 25<sup>th</sup> of April.
  - b. Request from C & R Auctions received to hold the Burnham Market Auctions again. This was welcomed and proposed by Cllr Campbell-Gray, seconded by Cllr Scholes and all in favour.
  - c. Post Office Green drain – clerk has asked Heronwood if they could clear this. Clerk to check for a copy of the Emergency Plan.
  - d. Resignation of Cllr Lumley has been acknowledged and the elections office at BCKLWN have been advised. Cllr Lumley was thanked for her work.
  - e. The clerk advised that it had proved difficult to obtain a mobile phone on contract under Burnham Market PC and the best way was to purchase a reconditioned mobile phone and have a sim on contract. This was agreed, proposed by Cllr Ayles, seconded Cllr Scoles and all in favour.
  - f. Approval was given for Cllr Borlace to attend a planning training session.
- 9.4 Clerk to find the original letter written to the Secretary of State for Housing requesting changed to the furnished holiday let system. To be updated with latest figures and sent to new Secretary of State.
- 9.5 Cllr Neville-Eliot attended a webinar last week on this topic and it was agreed that we need to look into this to work with our Emergency Plan which also requires updating. Cllrs Neville-Eliot and Campbell-Gray to discuss and to be included on the February 22 meeting agenda.

## 10. Highways

The 50:50 forms had been completed and sent to Sally Bettinson, Andrew Jamieson and NCC.

## 11. Neighbourhood Development Plan

- 11.1 The survey/questionnaire has proved very successful, and the steering group thanked.
- 11.2 The clerk has produced a spreadsheet for the finances of the NDP and awaiting the new bank account to be set up.

## 12. Amenities

- 12.1 Cllr Ayles has looked into the new goal posts, and it was decided to order 2 of the hardwearing posts on wheels. Size to be decided and a quote to be obtained including nets.
- 12.2 The pavilion was visited and the clerk to arrange for the ivy to be removed which will give an idea of the work required. A smart meter to be installed.
- 12.3 Cricket and other sports including Frisbee to be considered. Funding via the CiL fund applications due January 22 and Jack's Lane Wind Farm Community Fund to be considered.

13. Correspondence was NOTED:

Email	Karen Watkins	Jack's Lane Wind Farm Community Fund re representative	Cllr Scoles offered to represent the Parish Council
Email	Mike Oldfield	PC's objection to the offshore wind farm	Clerk to advise that there was no objection to the wind farm but to the use of several cables rather than sharing one.
Email	Jane Ridley	Winter Flooding & Joan Shorts Lane ditch- letter to Holkham	Cllr Campbell-Gray advised that this was part of a wider group of interests which was being led by Cllr Jamieson

14. Staffing – Clerk's employment contract to be signed at the January 22 meeting.

15. Matters for the next agenda.  
Neighbourhood Development Plan Update

16. Public Speaking.  
None

17. Forthcoming Meeting:  
Parish Council Meeting Monday 17<sup>th</sup> January 2022 at 6:30pm to be held at the Village Hall. – Note apologies received from Cllr Campbell-Gray

Meeting Closed: 19.42

Signed .....

Date .....

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Website: <https://burnhammarketparishcouncil.norfolkparishes.gov.uk/>

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