

MINUTES OF THE BURNHAM MARKET PARISH COUNCIL MEETING

held on Monday 18th January at 7pm

This meeting was being held virtually under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 and members of the public joined the meeting online via ZOOM

Present: Cllrs R- Campbell-Gray, B Lynn, R Monbiot, K Watkins, P Woodhouse (Chair), N Fryer, R Parke and J Scoles.

Clerk: Lolly Dawson

Members of the public: 2 members were present.

1. Apologies and consideration of acceptance for absence.
Cllr J Marshall, unavailable, apology accepted.
2. To note the Parish Council has received permission to Co-opt for one current vacancy. No applications received.
3. Members' declarations of interest and requests for dispensations.
Item 12 Cllr Campbell-Gray, B Lynn, K Watkins regarding Allotments.
Item 8.1.5 Cllr Campbell-Gray informed the meeting she was related to a neighbour of the property.
4. The minutes from Full Council Meeting held on Monday 7th December 2020 were AGREED and will be signed by the chair in due course.
5. Public Speaking. Council was addressed regarding electricity supply line on Herrings Lane.
6. To receive any reports:
 - 6.1 County Councillor Andrew Jamieson sent apologies to the meeting.
 - 6.2 Borough Councillor Sam Sandell has sent apologies to the meeting along with a report.
 - 6.3 Police representative Lee Anderton sent apologies to the meeting.
7. Items from previous meetings.
 - 7.1 Unity bank has been set up. L Dawson to contact regarding log in details for Clerk & Cllr Fryer.
 - 7.2 Indigo Swan are still investigating the street light issue.
8. Planning.
 - 8.1 To consider and respond to Planning Applications received from Kings Lynn Borough Council:
 - 8.1.1 20/01866/F Residential development on 9 dwellings at Land North West of 40 Sutton Estate, Burnham Market. PE31 8EX.
It was RESOLVED to approve the application whilst noting concern regarding the need for an archaeological dig, a water source to be provided for Turtle

Doves seen in the area and adequate street lighting being provided.
PROPOSED Cllr Campbell-Gray, seconded by Cllr Lynn.

8.1.2 20/02045/F Proposed garage/studio 3 Church Walk, PE31 8DH.

It was RESOLVED to object to the application as an overdevelopment on the site, proximity to highway, concern for future residential, commercial or business use. PROPOSED Cllr Campbell-Gray, seconded Cllr Woodhouse.

8.1.4 20/00253/TREECA T1 Silver Birch - 3 Meter crown reduction within a conservation area. Market House, 24 Market Place.

It was RESOLVED to approve the application. PROPOSED Cllr Campbell-Gray, seconded Cllr Woodhouse

8.1.5 20/02067/F Variation of condition 2 of planning permission 19/01731/F for the addition of an outdoor swimming pool. Church Pightle, Station Road. Councillors felt unable to comment due to lack of specification.

8.1.6 20/01352/F Conversion of stables/coach house to dwelling (annex to main house) – Previously permission 05/1013/CU at Westgate Old Rectory, Ringstead Road.

It was RESOLVED to approve the application. PROPOSED Cllr Campbell-Gray, seconded Cllr Woodhouse.

8.2 To note decisions taken by Kings Lynn Borough Council:

8.2.2 20/01687/F Homestead 12 Station Road, PE31 8HA – refurbishment of Cottage/Barn and single storey rear extension. Permitted 22.12.2020.
NOTED.

8.3 To receive updated documents from Fleur Homes. NOTED.

Council requested that the Clerk write to UKPN for information regarding the electricity line between Stubbings Field and Herrings Lane should the planning application be approved.

9. Finance.

9.1 To receive an up-to-date bank reconciliation. NOTED

BANK RECONCILIATION 30.11.2020						
Community Organisation Account	44587171	£	43,524.89	Carried forward 1.11.20	£	44,592.56
Business Reserve Account	44587198	£	-	Plus Receipts	£	1,936.36
Unity Bank		£	500.00		£	46,528.92
		£	44,024.89	Less Payments	£	3,428.10
Less UP Cheques		£	924.07			
Total		£	43,100.82		£	43,100.82

9.2 It was RESOLVED to appoint Mr T Brown as the internal Auditor for 2020/21 at a cost of £250.00. PROPOSED Cllr Monbiot, seconded Cllr Woodhouse.

9.3 The following payments were APPROVED

Cheque no.	Payee	Net £	Vat £	Total £
	Heronwood Landscapes – Oct	£386.66	£0.00	£386.66
	Heronwood Landscapes – Nov	£513.33	£0.00	£513.33
	Sarah Hunt – Dec Salary, Zoom, Amazon	£223.89	£2.38	£226.27
	EON Dec Bill – refund L Dawson	£76.65	£0.00	£76.65
	Vodafone Top Up – refund L Dawson	£10.00	£0.00	£10.00
	Bin Refund Replacement cheque	£16.67	£0.00	£16.67
	Cozens – Dec	£50.00	£10.00	£60.00
	SSAF Playground Sign	£119.10	£23.82	£142.92

	L Dawson Salary & expenses	£1196.63	£0.00	£1196.63
	Postage refund L Dawson	£1.53	£0.00	£1.53
	Allotments Pest Control Contract	£500.00	£100.00	£600.00

10. Administration.

- 10.1 NOTED Facebook statistics for last 28 days – reach 120, engagement 32, additional likes 12.
- 10.2 Co-Option Policy AGREED as presented
Grant Awarding Policy AGREED subject to changing the contact details to present clerk on the application form.
- 10.3 It was AGREED that Heritage House Day Care be permitted to use the green for Cake and produce stall.
- 10.4 It was AGREED that a whatsapp group be set up for councillors to communicate and to send reminders.
- 10.5 It was AGREED that work on the parish computer could be undertaken up to the value of £150.00.

11. Highways.

- 11.1 It was NOTED that the pathway opposite Walkers Close is on the new footways scheme and highways is aiming to completely reconstruct it 21/22.
- 11.2 To consider action regarding Overy Road parking issue, options are to implement waiting restrictions at a cost of approx. £5k and would take around 18 months to implement or extend the footway at a cost of approx. £15k - £20k. Both funded by the council. NOTED. Councillors asked that the clerk look into potential funding options.
- 11.3 It was RESOLVED to agree to the removal of the Kestrel Close sign from Beacon Hill road “leading to” street sign. PROPOSED Cllr Watkins, seconded Cllr Woodhouse.
- 11.4 Street Names. Cllr Woodhouse and Cllr Scoles to investigate anomalies in more detail and report back.
- 11.5 To consider and respond to PR3947/HP2/DL Creake Road – Proposed extension of existing 20mph zone in relation to planning application 19/01239/F. It was RESOLVED to approve the application with added comment that it could be extended to the Beacon Hill junction. PROPOSED Cllr Watkins, seconded Cllr Campbell-Gray.

12. Allotments.

- 12.1 NOTED that new tenancy agreement documents have been posted to all tenants.
The next Allotment Committee meeting is being held 28 January. It was requested that notices be put up at both allotments to invite tenants who may wish to comment on the new documents.
- 12.2 It was RESOLVED to contract Acorn Pest Control Services to manage the pest control on both allotment sites at a cost of £500 plus VAT for one year. PROPOSED Cllr Monbiot, seconded Cllr Scoles.

13. Playground.

- 13.1 It was AGREED to order the blue playground emergency contact sign from SSAF subject to including the what3words location at a cost of £142.92 including VAT.

14. Correspondence was NOTED:

Email	Freebridge Housing	Confirming that UKPN are aiming to finish the streetlights by the end of February 2021.
Email	Andrew Jamieson	Meeting with Future Biogas. 26 th January confirmed. Cllr Marshall & Woodhouse. Cllr Marshall to create an agenda prior to meeting with full council questions.
Email	BCKLWN	Street Name Goosebec Close has been approved. Street Name Plate is to be erected.
Email	Highways	Next Ranger visit planned for February 2021. Can any highways concerns be forwarded to the clerk.
Phone	Med Centers	Update regarding the GP surgery development on Creake Road / Joan Shorts Lane. They are starting construction and expecting it to last from January to December 2021.
Email	BCKLWN	Verification of property address: Harpers, 11 Mill Green, Burnham Market. SNN5-4484.
Email	Cllr Watkins	Complaint from a member of the public regarding dog walking on the play area which is a no dog area. No action to be taken but a reminder to all.
Email	Member of Public	Concern regarding access to the Fleur Development and use of Foundry Place via North Street. Fleur Developments have been informed.

At 9:00pm it was AGREED that the council would suspend the standing order and continue the meeting for another 30 minutes.

15. The meeting discussed second homes and the impact on council tax contributions. Cllr Campbell-Gray is going to investigate groups and initiatives who are currently looking into the issue and report back.

16. It was AGREED that there would be a monthly report of the street lights to be carried out by Cllr Scoles and sent to Cozens Ltd.

17. Matters for the next agenda

- 17.1 Review of Standing Orders.
- 17.2 Review of Financial Regulations.
- 17.3 Model Publication Scheme
- 17.4 Update of Risk Assessments
- 17.5 Update & Publish Resilience Plan

17. Forthcoming Meetings

Next Full Council meeting to be held Monday 15 February 2021 at 7pm via ZOOM.
Allotment Committee Meeting to be held 28 January 2021 at 7:30pm via ZOOM.

The meeting closed at 9:19pm by Cllr Woodhouse.

Signed:

Dated: