



# BURNHAM MARKET PARISH COUNCIL

## MINUTES OF BURNHAM MARKET PARISH COUNCIL MEETING

held on Monday, 16<sup>th</sup> of October 2023 from 6.30pm at Burnham Market & Norton  
Village Hall, Beacon Hill Road, Burnham Market. PE31 8EN

Present: Cllrs D Clark (DC) Chair, P Borlace (PB), D Cressy (DC1), J Neville-Eliot (JNE),  
Keith Morris (KM), Cecilia Evans (CE), and the parish clerk.

Members of public: 4

The Chairman welcomed the attendance of the Michael 'Ronnie' Rendall RN, the Royal  
Naval Regional Engagement Officer for East Anglia. Ronnie has only been in the position for  
a month and is looking to support/attend events.

1. Welcome from the Chairman  
Apologies received from Cllr Piper (holiday) and Sam Sandell (work commitments)
2. Member's declarations of interest and requests for dispensations – None
3. Public participation:
  - 3.1 The planning application re cottage extension in Mill Yard was raised as the resident had changed their objections to support. Unfortunately, the date for comments has passed.
4. Minutes of the meetings held on the 25<sup>th</sup> of September 2023 were agreed as a true and correct record. Proposed Cllr Cressy, seconded Cllr Borlace and all in favour who attended that meeting.
5. Matters arising:
  - 5.1 Pavilion Project – Cllr Clark gave an update with the work due to take place on the interior including electrical updates, decorating etc. Cllr Borlace raised the question of use of the Pavilion once the work has been completed. It was agreed that this should be added to the Newsletter article. Cllr Evans advised that a charity who run afternoon teas has already expressed interest and will ask other local organisations. Contact to be made regarding the enquiry to hold football training. ACTION Clerk
  - 5.2 Sutton Lea – Cllr Cressy is heading up this project to help and support, where possible, the residents of Sutton Lea. It was agreed that the warden should be invited to a project meeting along with the health centre. ACTION DC1
  - 5.3 Projects/Funding – Cllr Neville-Eliot advised that a very productive meeting had been held with County Councillor Andrew Jamieson at NCC regarding highways, parking and the walking and cycling project – looking for a contact who has worked on such a project.

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- 6. To receive reports:
  - 6.1 County Councillor Andrew Jamieson – no report
  - 6.2 Borough Councillor Sam Sandell:

**Burnham Market Parish Council Meeting 16<sup>th</sup> October 2023**

Good evening, apologies for not attending this evening but I have a joint panel meeting at the Borough Council, this is a meeting with the Environment and Community Panel, Regeneration and Development and the Corporate Performance Panel.

I met several residents whilst volunteering at the Covid and Flu vaccinations in September. This is a good way for me to meet people and chat and find out issues that residents have. One resident brought up that a few trees on the Foundry field area have died and that this looks a mess. I emailed the Council and had a reply to say that the team would be going out last week or this week to remove the dead trees. Due to the height of the trees in the car park there are no plans to replant these as lower level plants are better in that scenario.

I have had correspondence with Cllr Jameson on your parking strategy. I have emailed the Council and have received some facts and figures on the car park income and no of cars using it etc. I am more than happy to share when I meet with you.

I had a meeting last week with the CIL Spending Panel to which I am a member and am pleased to report that all my applications within my ward were all successful. What came out of the meeting is match funding is very important.

I had meeting last week with the Local Plan Task Group. It was a very interesting meeting. The consultation finishes on the 20<sup>th</sup> October. We still have more work to do. We had a verbal update from the Planning Policy manager about the Gypsy and traveller accommodation. We have been undertaking a site assessment for the existing gypsy and traveller sites within the Borough this is done in the same way as we would a housing site to assess their suitability etc we've we're in the process of undertaking A strategic flood risk assessment on a number of those sites and that screening has shown that about 13 of the sites are not suitable, so won't be able to allocate those sites. So, what that mean is that we're in a position where we will have to look for new sites to accommodate the needs of the Gypsy and traveller community, we intend to do a call for site starting this Friday running for a period of four weeks and it will be a targeted consultation directed to land owners keep seeing traveller gypsy and traveller organisation agents etc. This means there will be a slight delay to the local plan examination. we've set out a new timetable. This will delay the local plan by about two months we had said we'd submit gypsy and traveller sites that the council will prepare to put forward for allocation in February next year. We have formally written to the Planning inspector and that letter will then be put up on the website so that everybody knows that the time table has slightly changed but work still continues with testing other sites. We are looking at council land to see if any of them are suitable. I asked the question for clarification if we cannot accommodate the Gypsy and Traveller community does this put our Local Plan into jeopardy - the answer was yes it can.

If you have any questions or concerns, please email me.

With Best Wishes

Cllr Sam Sandell- Borough Councillor for Burnham with Docking,

- 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:  
**23/00496/FM** – amendments to the erection of 12 dwellings with associated land and landscaping, vehicular access and parking provision at land opposite 1-4 Beacon Hill. A SEPARATE OPEN MEETING TO BE HELD TO DISCUSS THIS

**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 hard standing for vehicle parking | Burnham Rise Herrings Lane Burnham Market – closing date on this was 15<sup>th</sup> of September which meant that we would miss the deadline at the next Parish Council meeting. Therefore, the planning policy came into place with votes made by parish councillors via email with information provided by PAG. Cllr Morris abstained. Agreed to object to the application as per submission on the portal.

7.2 Decisions: (for information) –

**23/01244/F** – extensions and alterations to 8 Bellamys Lane - PERMITTED

**23/01061/F** | Construction of a single storey first floor extension at Howards Barn, Creake Road. - 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 September 2023 proposed Cllr Morris, seconded Cllr Neville-Eliot, and all in favour. £76,867.22 in the bank accounts to 30.9.23

8.2 To consider and approve circulated payments list for October 23 (to date) proposed Cllr Morris, seconded by Cllr Borlace and all in favour.

8.3 To consider and approve the half year financial review – proposed Cllr Morris, seconded by Cllr Clark and all in favour.

8.4 Clerk advised that the draft budget to be presented at the November meeting and will be holding online meeting with the financial working party.

9. Administration/Committees

9.1 Clerk’s Report – half year financial review completed as 8.3

Playground signage to be collected next week by the clerk

Waste Bin location - still awaiting Serco approval and we will have to purchase a bigger bin the comply with the latest regulations.

Reports from residents regarding damage to the goal posts and zip wire – Cllr Clark advised that work is required on the zip wire and clerk to arrange.

Increase in calls from residents regarding general information and overall support for the NDP.

Meeting dates for 2024 – to be decided at the November meeting but have been booked at the Village Hall.

Fairstead Green bookings – a good deal of time spent on this regarding the 28 day restrictions per year. BCKLWN have advised that each green has 28 days, therefore we could grant the Burnham Market 6 dates for 2024.

Thank you letter received from West Norfolk Befriending for the donation.

A good number of allotment payments for 23/24 have been received and clerk to send outstanding payment information to Mr. Lynn.

10. Highways

10.1 SAM 2 – Cllr Clark advised that the unit is now opposite the Hoste.

10.2 Trod update – clerk to chase Highways regarding date for completion.

ACTION: clerk

11. Amenities

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- 11.1 Allotments – As clerk’s report.
- 11.2 Car Park – discussions as per 5.3 with the suggestion that traders employees are given a car parking permit to use the car park and free up parking for shoppers.
- 11.3 Noticeboard at the Village Hall to go ahead.
  
- 12. Correspondence as received by the clerk:
  - 12.1 Royal Naval Engagement Officer email – as per attendance.
  - 12.2 .gov.uk domain addresses – proposed Cllr Clark, seconded Cllr Morris and all in favour.
  
- 13. Matters for the next agenda.
  - Pavilion project
  - Sutton Lea
  - Projects
  
- 14. To receive any questions from members of the Public. 15 minutes in total with 3 minutes per speaker.
  - a. Borough Council community funding available and local business keen to establish an off-road cycle route and walk.
  - b. Freebridge Housing – is the Norfolk residents policy enforced? Former Council properties are now FHL’s and it is thought that some have a covenant to re-sell to Norfolk residents only.
  - c. Bolton House, Station Road re refurbished garages (corner with Angles Lane) appear to be fitted for occupation. To check the original application.

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 20<sup>th</sup> of November 2023 from 6.30pm.

Meeting ended at 19.27 and the Chairman thanked everyone for attending.

PAYMENTS FOR OCTOBER 2023

Cozens Maintenance	£ 60.00	Standing Order
SSE Streetlights	£ 163.36	Direct Debit
Eon	£ 42.90	Direct Debit
Wave (water pavilion)	£ 5.19	Direct Debit
ECS Computers	£ 24.90	Direct Debit
ECS Computers set up	£ 108.00	
Clerk Expenses September	£ 135.77	
Clerk Salary	£ 974.49	
HMRC	£ 286.57	
Pension	£ 373.65	
Heronwood	£ 611.00	
NPTS – planning training C. Evans	£ 44.00	
Holkham rents	£ 127.50	
Scribe annual subscription	£ 373.25	
Roy Properties	£1320.00	
Royal British Legion 2x wreaths	£ 45.70	paid by clerk
BMACCS donation	£ 100.00	
East Coast Signs (playground)	£ 216.00	
West Norfolk Befriending donation	£ 100.00	
Borough Council May election fee	£ 54.60	

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