



# BURNHAM MARKET PARISH COUNCIL

## BURNHAM MARKET PARISH COUNCIL MEETING

Hall, PE31 8EN

Wednesday, 5<sup>th</sup> February 2025 at 6.30pm | Burnham Market & Norton Village Hall PE31 8EN

Councillors are summoned to the above meeting; members of the public and press are invited to attend

*A Dovey | Clerk | 26/01/25*

### AGENDA

1. **Elect a Chair** | (attached)
2. **Welcome**
3. **Apologies and consideration of acceptance for absence**
4. **Members' declarations of interest and requests for dispensations**

Councillors - If you have a Disclosable Pecuniary Interest in a matter to be discussed and it relates to something on your Register of Interests form, then you must declare an interest. You may not participate in discussion or vote on the matter and must withdraw from the meeting.
5. **To receive any questions from members of the public concerning items on the agenda -15 minutes in total for this item, maximum 3 minutes per speaker as per the Quick Guide. **NOTE any reports for Highways issues should be reported via the Highways website****
6. **To receive and agree minutes from the Parish Council Meeting held on 16 December 2024 | (attached)**
7. **To receive notes from inquorate Council meeting 13/01/25 | (attached)**
8. **Matters Arising from 16/12/24 & 31/01/25**
  - 8.1. Receive & Review Action List (attached)
  - 8.2. Norfolk ALC Vote on incorporating (attached)
  - 8.3. Heronwood branch clearing | Beacon Hill (attached)
  - 8.4. Construction site parking | (verbal update – clerk)
9. **To receive reports:**
  - 9.1. County Councillor Andrew Jamieson
  - 9.2. Borough Councillor Sam Sandell
  - 9.3. Clerks (Attached)

Parish Clerk, Tel: 07437529179

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

Email: [parishclerk@burnhammarketparishcouncil.gov.uk](mailto:parishclerk@burnhammarketparishcouncil.gov.uk)

#### 9.4. Working / External Groups

10. **Planning.** To consider and respond to Planning Applications received from Kings Lynn & West Norfolk Borough Council in line with comment dates

10.1. To consider planning applications:

10.1.1. **25/00013/TREECA** | T1 - Fig - Growing in close proximity to building – Fell | The Old Forge, Creak Road

10.1.2. **25/00034/F** | 2 canopies • ground floor velux within boot room • carport + store • Southern | Apple Tree Cottage 8 Sussex Farm Lane

10.1.3. NN Ref 5600 - Street Name Consultation | St Ethelberts Place | off Creak Road, Burnham Market

10.2. To consider ratifying delegated planning decisions

10.2.1. **24/02066/F** : HOUSEHOLDER with LB Replacement of the existing timber windows with new timber windows • The Garden House | NO OBSERVATION. PC to accept Planning and Conservation Officers' decision. However, PC requires all applicable policies in the Burnham Market Neighbourhood Plan and Design Codes to be strictly enforced

10.3. To note KLWNBC decisions

10.3.1. **23/00103/F**: Permitted | Overy Road Nurseries

10.3.2. **24/01922/LDP**: Permitted | Apple Tree & Beech Cottage amalgamation

10.3.3. **24/01948/PACU5**: Approved (Prior Approval) | hello Sweetie 17 Ulph Place

10.3.4. **24/01987/F**: Permitted | Church House Overy Road | revert to single dwelling

10.3.5. **24/02010/F**: Permitted | 27 Kestrel Close | Extension

10.3.6. **24/00086/TPO** : Consent | Church walk Tree Fell Beech & Elm

10.3.7. **24/02142/F** | Permitted | Barn Cottage Station Road: *side extension, porch, new wall + alterations.*

10.4. To note withdrawn applications

10.4.1. **24/00638/F** : Change of use from 2 class E units to residential units at 17&17 Ulph Place.

#### 11. Finance

11.1. To receive and approve updated Q3 financial report (attached)

11.2. To receive and consider proposed new cost centre and codes (attached)

11.3. Receive and sign Reconciliations October 2024 – December 2024 (attached)

11.4. To receive payments and receipts October 2024 – December 2024 (attached)

11.5. Approving Transfers (none)

11.6. January 2025 Financial report (attached)

11.6.1. Receive statement of accounts

11.6.2. Receive and sign Jan 25 Reconciliations

11.6.3. Receive January Transactions list

11.6.4. Consider approving February Expenditure

11.7. Delegated power (attached)

11.8. Funding / CIL (attached)

#### 12. Amenities

12.1. Allotments

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- 12.2. The Memorial Bench
- 12.3. Pavilion
  - 12.3.1. Motion to Remove panelling to prevent further damage. (attached)
- 12.4. Playing Field and Play Area (attached)
  - 12.4.1. Inspection schedule
  - 12.4.2. Quote received for replacement gate
- 12.5. Maintenance work
- 12.6. Vans parking on Greens (attached)
- 12.7. Tommy Bench – HMC (attached)
- 12.8. Flooding Update – consider representation on future action (attached)

### **13. Correspondence as received**

- 13.1. Emails (several) | Chair handover | Motion to consider a full report and delegate / decide at March meeting. (attached)
- 13.2. Emails (several) | Flooding
- 13.3. Email | Cake Stall | Thanks
- 13.4. Email | parishoner | Concerned about contractor behaviour on Sutton Estate and damage to the Sutton Estate Green
- 13.5. Email | Notification that the pavilion will not be required for Flooding Office
- 13.6. Email | confirmation of Auction dates | Every Monday-16th June 2025 to 15th September 2025
- 13.7. Phone Call | Anonymous | Beacon Hill Path mossy and slippery
- 13.8. Email | parishoner | Pavillion Black bin

### **14. Any Late Notices**

### **15. Matters for the next agenda**

**16. To receive any questions from members of the Public** - 15 minutes in total with 3 minutes per speaker.

**17. Next Meeting Date: 5<sup>th</sup> March 2025. AGM: 7<sup>th</sup> May 2025**

**EXCLUSION OF THE PRESS AND PUBLIC** -Resolution to close the meeting to the press and public:  
“That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**18. Nothing required.**