



BURNHAM MARKET PARISH COUNCIL

MINUTES OF BURNHAM MARKET ANNUAL PARISH COUNCIL MEETING

held on Monday, 20th of May 2024 from 7.20pm at Burnham Market & Norton
Village Hall, Beacon Hill Road, Burnham Market. PE31 8EN

Present: Cllrs D Clark (DC) Chair, D Cressy (DC1), K Morris (KM), Fiona Walker (FW),
Angus Piper (AP) , and the Parish Clerk
Borough Councillor Sam Sandell
Members of public: 25

1. Election of Chairman – KM proposed DC with DC1 seconding, DC accepted and all in favour.
2. Election of Vice Chairman – no proposers
3. Welcome from the Chairman
Apologies - Cllrs K & J Neville-Eliot and A Jamieson.
4. Member's declarations of interest and requests for dispensations – None
5. Public participation:
New noticeboard outside the village hall is to give all residents of this part of the village information and event notices. The parish council meeting dates will be put on, along with meeting agendas only, and this will be managed by the village hall. Cllr Sandell advised that several residents had requested a notice board. Any controversial planning applications can also be put on the board.
Litter picking on the playing field was raised and it was agreed that the bin will be donated to the Bowls Club but it does require emptying. All in agreement.
6. Minutes of the meetings held on the 22nd of April 2024 were agreed as a true and correct record Proposed DC, seconded AP, and all in favour who attended.
7. Matters arising:
7.1 Flooding update – as per the Chairman's Report at the Annual Parish Meeting. Victoria from Anglian Water advised that following the open meeting in February, a multi agency group has been set up and the initial meeting was held with the clerk present. An Environmental Agency meeting was held with 30 agencies attending covering short, medium and long term proposals.
Repairs to the damaged verges have been approved and the footpath on the Friars Lane corner was raised as it is in a dangerous condition. School children are having to use it.

Page 1 of 4

Clerk advised that Jason Moorse and Damien Jefferies at Highways were aware.

Signed

Date

It was agreed that a plan is needed moving forward due to the water management and ground water issues. New technology is being looked at with Southern Water.

- 7.2 Projects – as covered by the Chairman’s report at the earlier Annual Parish Meeting.
- 7.3 Emergency Plan – Cllr K Neville-Eliot and the clerk have completed the initial plan which is ready to be included in the next Newsletter. Plan acceptance proposed FW, seconded DC and all in favour.
- 7.4 Village Green/playing field charges – deferred to June meeting.
- 7.5 Cycle Storage location – deferred to June meeting.

8. To receive reports:

- a. County Councillor Andrew Jamieson – as in the earlier Annual Parish Meeting.
- b. Borough Councillor Sam Sandell – as in the earlier Annual Parish Meeting.

9. Planning:

9.1 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:

24/00643/F Proposed replacement farmhouse and garage, Westgate Farm, Ringstead Road, Burnham Market - **NO OBSERVATION.**

PC to accept Heritage/Conservation Officer decision. However, the PC requires all applicable policies in the Burnham Market Neighbourhood Plan and Design Codes to be strictly enforced, in particular those relating Policy 6 (Design), Policy 8 (Biodiversity) and Policy 11 (Dark Skies).

9.2 Decisions: (for information) –

24/00704/F | Single storey extension and first floor extension and loft conversion| Rosemary House Station Road Burnham Market– Application Withdrawn

23/00326/F Burnham Market 4 Mill Yard Overy Road Burnham Market- Single storey extensions to the rear of Numbers 4 and 5 Mill Yard. To be built to meet current insulation standards and finished as traditional brick and flint, with matching pantile roof and timber joinery Application Permitted 3 May 2024 Delegated Decision

24/00426/F Burnham Market The White House 62 Market Place Burnham Market King's Lynn Norfolk PE31 8HD - VARIATION OF CONDITIONS 2 AND 6 OF PLANNING PERMISSION 23/01186/F: Demolition of existing double garage and construction of detached annex for elderly relative Application Permitted 9 May 2024 - Delegated Decision

24/00447/F Burnham Market Beaconview 27 Kestrel Close Burnham Market King's Lynn Norfolk PE31 8EF - Erection of single-storey rear and side extensions to dwelling. Application Permitted 8 May 2024 Delegated Decision

9.3 Enforcements: (for information) -

24/00033/BOC | Breach of Planning Condition | 3 Crow Hall Cottages Docking Road Burnham Market KINGS LYNN Norfolk PE31 8JU – Pending Consideration

9.4 Appeals: (for information) – No new appeals

10. Finance

10.1 To approve the circulated Bank Reconciliation, payments & receipts for April 2024 proposed DC, seconded DC1, and all in favour. £76905.65 in the bank accounts to 30.4.24

10.2 To consider and approve circulated payments list for May 24 (to date) proposed KM, seconded by DE and all in favour.

10.3 To consider the Annual Financial Review – proposed KM. seconded by AP and all in favour.

Page 2 of 4

10.4 To sign the CIL income Report 23/24 – proposed AP, seconded KM and all in favour.

Signed

Date

11. Administration/Committees

11.1 Clerk’s Report –

Finance has taken up most of my time during May with year-end, reports/information to the internal auditor, AGAR to complete and a NPTS session attended on the updated AGAR requirements. Attended the first meeting of the multiple agency team to work on the ground water issues and ways forward. Will continue to attend.

Grit Bin audit -

W1	Burnham Market	Friar's Lane, o/s School	Unknown
W1	Burnham Market	Beacon Hill Road, opp junc Kestrel Road	Unknown
W1	Burnham Market	Outside the Butchers	Unknown
W1	Burnham Market	Outside the estate agents North Street	Unknown
W1	Burnham Market	Mill Green	Unknown
W1	Burnham Market	Cambers Lane jct Back Lane	Parish

Request from NCC regarding street lights on the new buildings on the Sutton Estate – as discussed, have advised we would not want to be responsible for any lighting and refer back to the developer bearing in mind the dark skies policy.

Car parking – whilst I spent a day in the village following the last PC meeting, I met up with Bryan at the Allotments on Angles and had a tour of the plots, all of which are well tended. The fruit trees will be ready to be planted this month. I did a quick survey of shoppers and found that out of 15, only 1 knew there was an official car park! We urgently need more signage. Also met with Dennis and Maxwell to discuss locations for the flower tubs.

The address for the Pavilion is now registered via Borough Council who were really helpful, and it means the pavilion is now recognised for the emergency services.

There are new Standing Orders and Financial Regulations via NALC and I will be reviewing the changes in June.

12. Highways

12.1 SAM unit – no updates, deferred to June meeting.

12.2 Trod update – due, weather permitting, next week.

12.3 FW raised the grass cutting on the Church Walk bank – down to the Borough Council and Sam Sandell will check on this. ACTION: SS

12.4 Cross Lane is very overgrown, and it is used by school children at Burnham Norton as cut through to Herrings Lane. Sam Sandell to check on this too.

ACTION: SS

13. Amenities

13.1 Allotments – all running well. Request received for replacement sheds/poly tunnel approved.

13.2 Pavilion – CCTV policy approved, proposed DC, seconded DC1. Official notices given to DC by the clerk.

14. Correspondence as received:

Request from the Bowls Club for a litter bin – as approved under point 5.

15. Matters for the next agenda.

Flooding, Craft Fair, Pavilion update, Projects

NOTE Cllr Piper left at 19.50

Page 3 of 4

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

Signed

Date

- a. Grit bin on Beacon Hill Road is very overgrown and needs clearing.
- b. Pavilion – who will be running it? Not yet ready to open but it is hoped that it will be used for small parties, clubs, lunches etc. Full address requested.
- c. The flooding in the centre of the village was raised regarding the state of the road. Highways are aware and have been out to check the surface. This will be repaired once the water has receded.

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 meeting will be on the 24th of June 2024 from 6.30pm.

Meeting ended at 20.04 and the Chairman thanked everyone for attending.

PAYMENTS FOR MAY 2024

SSE Streetlights	£ 163.36	Direct Debit
Eon	£ 101.55	Direct Debit
Wave (water pavilion)	£ 25.03	Direct Debit
ECS Computers	£ 24.90	Direct Debit
EE	£ 18.50	Direct Debit
Cozens Maintenance	£ 60.00	Standing Order
Clerk Salary	£ 742.00	
HMRC	£ 0.00	
Clerk Expenses April	£ 73.52	
Pension	£ 319.08	
NALC Training	£ 36.00	
Steve Jackman – website accessibility	£ 45.00	
BCKKLWN – charge to register address of The Pavilion	£ 70.00	
CCTV		
CCTV signage	£ 22.74	

Signed

Date