



BURNHAM MARKET PARISH COUNCIL

MINUTES OF BURNHAM MARKET PARISH COUNCIL MEETING

held on Monday, 20th November 2023 from 6.30pm at Burnham Market & Norton
Village Hall, Beacon Hill Road, Burnham Market. PE31 8EN

The Chairman led the co-option process for Kath Neville-Eliot, proposed KM, seconded CE
and Fiona Walker, proposed AP, seconded DC1. Both were welcomed onto the Parish
Council.

Present: Cllrs D Clark (DC) Chair, D Cressy (DC1), J Neville-Eliot (JNE), Keith Morris (KM),
Angus Piper (AP), Cecilia Evans (CE). Kath Neville-Eliot (KNE) and Fiona Walker (FW)
Members of public: 4

1. Welcome from the Chairman
Apologies received from Cllrs Sam Sandell & Andrew Jamieson (work commitments) and
Parish Clerk – potential covid
The resignation of Peter Borlace was noted, and he was thanked for all his support and
dedication to the Parish Council.
2. Member’s declarations of interest and requests for dispensations – None
3. Public participation:
 - 3.1 Thanks for sorting out the pit but it looks too low and required digging out.
 - 3.2 Advised that historically the County Council dug the pit out but not since before Covid.
 - 3.3 When the Trod had been completed, could a railing be installed for safety.
 - 3.4 Playing field car park – Cllr J Neville-Eliot advised that 3 quotes have been obtained for
the work and funding was under application.
 - 3.5 Bowls Club funding request – not transparent and had they looked at other funding or
fund raising.
 - 3.6 Could the PC find out the long term plans for the pharmacy. Suggestion that a letter is
written and include Historic England.
4. Minutes of the meetings held on the 16th of October 2023 were agreed as a true and
correct record. Proposed JNE, seconded DC, and all in favour who attended that
meeting. Minutes of the planning meeting held on the 27th of October were agreed as a
true and correct record. Proposed DC, seconded by DC1 and all in favour who attended
that meeting.

5. Matters arising:

- 5.1 Pavilion Project – Cllr Clark gave an update that the internal work has now been completed and furnishings are next to be undertaken. Suggestions for use required.
- 5.2 Sutton Lea – The contact passed to Cllr Cressy by the clerk was not very forthcoming. Cllr K Neville-Eliot has a contact, but they are currently unwell. Cllr Evans has a contact and will pass on contact details to Cllr Cressy.
- 5.3 CE Projects/Funding – Cllr Neville-Eliot advised that the Parish Council are working on the following short and long term projects:
 - The pit and surrounding area
 - Landscaping at the West end of the village
 - Playing field car park
 - Pavilion
 - Sutton Lea
 - Cycling/Walking Policy which includes safety/traffic/parking and looking for NCC support and funding
 - Energy
 - SAM unit – possible second unit
 - Computer literacy
 - Resilience Plan

6. To receive reports:

6.1 County Councillor Andrew Jamieson – no report

6.2 Borough Councillor Sam Sandell:

Apologies for not attending tonight's meeting but I have a group meeting in Kings Lynn at 6pm. I have emailed the Clerk to let them know that from the New Year I won't be able to attend all meetings as I will have 3 Parish Council meetings all on the same night and I have my group meetings on a Monday also.

By way of an update from the Borough: the new administration has now been in control for just over 6 months, and they are still finding their feet. The LGA or (Local Government Association) are supporting them with this.

The planning application 23/00496/FM Beacon Hill Burnham Market is hoping to go to Committee in the December Meeting.

I attend the CIL Panel meeting and supported the application for a Burnham Market and Norton village hall for their roof repairs. They received half the amount requested. The original request was for £15,775.20. I believe the reason for half funding was that the Parish Council has an unspent pot of CIL money of £37527,18. Going forward I think match funding will be Key in CIL applications. I have attended many meetings over the last few months in my role as Councillor and attended some planning training and a Bio- diversity net gain briefing.

The Christmas lights in Burnham Market look lovely. Well done and Thank you to all who have helped it making it look so Christmassy.

Best Wishes, Sam

Borough Councillor for Burnham with Docking Ward.

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:

16/01797/NMA_2 | The amendment is for a small rear single-storey extension to House 3, plus minor amendments to external rear openings and external works. | Fisher & Sons North Street Burnham Market and

23/01999/F | Variation of condition number 2 attached to planning permission 16/01797/F: Renovation of existing building to provide one shop with flat above and

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one new dwelling. Demolition of workshop to rear of site. Addition of four new dwellings. | Fisher & Sons North Street Burnham Market –

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Signed

Date

It is interesting to note that initially this application was rejected by the planning officer at the time, but this view was subsequently overruled by the Borough Planning Committee. Looking at the history one of the conditions of approval was that work should begin “no later than 20th August 2020. Clearly this did not happen. Therefore the initial consent has lapsed. To this day no work on the site has commenced and no evidence of an amendment to the requirement for work to commence no later than the 20th August 2020, can be found.

It is felt that we should reject the application and state that planning consent has lapsed. Therefore, a new application is required which must conform to the policies contained in our Neighbourhood Development Plan. Objection proposed Cllr Cressy, seconded Cllr Clark, and all in favour.

23/01876/LB & 23/01875/F APPLICATION FOR LISTED BUILDING CONSENT: Alterations to single storey element of dwelling at Cobham House 43 North Street Burnham Market – Proposed no observations Cllr Cressy, seconded Cllr Evans and all in favour. The PC would support the recommendations of the planning, conservation and heritage officers.

23/01309/F - Proposed first floor extension, rear extension, and side extension to dwelling at Birkwood Station Road Burnham Market – considered to be an overdevelopment of the plot with design, height, overshadowing and traffic issues. The NDP also need to be taken into account. Objection proposed Cllr Walker, seconded Cllr Evans and all in favour.

23/01663/F VARIATION OF CONDITIONS 2, 3, 4, 5 AND 18 OF PLANNING PERMISSION 20/01866/F: Residential development of 9no. dwellings at Land North West of 40 Sutton Estate Burnham Market – the issue with the developer seeking to avoid the traffic management scheme that was a condition of approval is concerning and the traffic/parking remain. Objection proposed Cllr K Neville-Eliot, seconded Cllr Clark, all in favour.

7.2 Decisions: (for information) –

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 hardstanding for vehicle parking | Burnham Rise Herrings Lane Burnham Market – Application 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 October 2023 proposed Cllr Morris, seconded Cllr Clark, and all in favour.

£77,429.62 in the bank accounts to 31.10.23

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

8.3 To consider the draft budget for 2024/25 – Councillors are asked to check this draft and make comments before the December meeting when it will be approved.

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9. Administration/Committees

9.1 Clerk’s Report – Working on the first draft of the 23/25 budget/precept.

Playground signage – collected and ready for installation

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Signed

Date

Waste Bin location – delivered and sited and advised Borough for collections to be made – they will provide a wheelie bin

The new biodiversity policy – NALC have given notice that this needs to be added to our agenda however, this is rather rushed, and I will work on what we might need to review, i.e.. Does Heronwood use chemicals for weed killing etc. Also, on the allotments. I will hope to have better information for the December meeting, but this is important. The work on the trod etc., is also beneficial to the policy.

Approve the 2024 meeting dates as sent out.

10. Highways

10.1 SAM 2 – new location to be advised. No response at yet from the Police.

10.2 Trod update – clerk has chased Highways and advised that the November date had been moved back by the contractors. However, Highways had requested that it be completed by Christmas 23.

11. Amenities

11.1 Allotments – no update

11.2 Car Park – The PC proposal of free parking for traders' employees would not be approved by the BC as it would set a precedent.

11.3 Noticeboard at the Village Hall to be ordered and new rubbish bin has been added to the scheduling for emptying by the Borough Council.

12. Correspondence as received:

12.1 .gov.uk domain addresses – as not all councillors are set up, the go live date is the 1st of December 2023.

12.2 Remembrance Service – Concerns raised that nothing was planned or held in the village. Shortage of vicars made holding services in all villages impossible.

12.3 Biodiversity Policy – Clerk to work on this.

ACTION Clerk

12.4 Hedgehog Highway Project – to add to Biodiversity Project

12.5 Donation request from the Bowls Club – awaiting completion of grant application.

12.6 West Norfolk Disability Advice Service donation request - £50 proposed Cllr Piper, seconded Cllr Clark and all in favour.

13. Matters for the next agenda.

Pavilion project update

Sutton Lea

Projects in general

Resilience Plan

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

a. Minutes from extraordinary planning meeting not on the website? – on since the 5th November 2023.

b. Pavilion car park – as discussed under 3.4, quotes have been obtained.

c. Pavilion expenditure – grant for £15k was obtained. Facilities include kitchen, toilets, showers, open plan meeting area.

d. TPO for 2 trees on the Village Hall field and concerns about builders using this land.

e. The oak tree for Sutton Lea requires site/location approval.

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f. Bellamy's Lane requires a clean up – to be reported on the NCC website as per agenda.

g. Village signage was raised and can be reported on the NCC website.

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Signed

Date

h. No Christmas tree at Sutton Lea.

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 18th of December 2023 from 6.30pm.

Cllr Morris was thanked for taking the minutes.

Meeting ended at 19.38 and the Chairman thanked everyone for attending.

PAYMENTS FOR NOVEMBER 2023

SSE Streetlights

£ 163.36 Direct Debit

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Date

Eon	£ 42.90	Direct Debit
Wave (water pavilion)	£ 5.19	Direct Debit
ECS Computers	£ 24.90	Direct Debit
EE	£ 18.50	Direct Debit
Cozens Maintenance	£ 60.00	Standing Order
Clerk Salary	£1008.86	Standing Order
HMRC	£ 336.12	Standing Order
Clerk Expenses October	£ 189.44	
Pension	£ 324.00	
Heronwood	£ 411.00	
Parish Online (.gov.uk emails)	£ 264.00	
Gallagher Insurance	£1884.83	
Stephen White (pavilion electrics)	£1288.80	
CCP	£ 300.00	
M. Wallace – noticeboard/tele kiosk	£1425.00	
Pavilion skip hire	£ 135.00	paid by D Clark
Glasdon – new rubbish bin	£ 797.75	
Fenland Leisure – zip wire	£ 803.04	
G Ellis – VH Noticeboard	£ 957.55	
S Able – Pavilion work	£4720.00	
G Newstead – Pavilion work	£5430.00	

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Signed

Date