

BURNHAM THORPE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 3rd July 2023
6.30 pm at The Nelson Memorial Hall, Burnham Thorpe

Present:

Councillors: Chris Yardley (Chair), Mima Garland, Sarah Greenall, Barbara Linsley, William James
Clerk: Sarah Raven

Member of the Public: 6

1. Apologies for Absence:

Cllr S Sandell (Borough Councillor) and Andrew Jamieson (County Councillor)

2. Minutes of the 18th May 2023:

The Minutes of 18th May 2023 were circulated before the meeting. The Minutes were AGREED and signed as a true record by the Chair, Cllr C Yardley.

3. Declarations of Interest:

None.

4. Public Participation:

None

5. Borough and County Council Reports:

None.

6. Clerk Report:

Clerk report circulated. Update Highways Rangers will be in the village in August. Bollard on Lowes Lane needs reporting as it appears to be leaning more than at the first attempt the PC made (dismissed by Highways) to suggest it needed repair. Website updated awaiting approval from Councillors. Security light at pub Clerk to speak with Pub. Cllr M Garland to look into planning conditions. Footpath at Old Railway Line – Norfolk County Council and Holkham liaising. Streetlight another two contractors been contacted. Dog bin at Pub has been agreed – Clerk to liaise.

7. Applications for Co-Option:

Three seats vacant. One application received from William James. It was PROPOSED, SECONDED and AGREED to accept the application. The Declaration of Acceptance was signed.

8. Planning:

- a) Update on Workhorse Barn change of use – Referred to next meeting for discussion.
- b) Site Meeting with Holkham new proposed dwelling next to 6 Walsingham Road: Site meeting took place between Holkham, Councillors and neighbouring property owners. Summary of meeting given of too high ridge line; this needs to be lowered. The current plans provided by the architect at the meeting were an improvement on the previously shown plans (at the site meeting two weeks ago) where the ridge line was approx. 900mm higher, but the current ridge is still higher than buildings in Blacksmiths Row (new Holkham dwellings) and general comments were that further attention may be possible to reduce the impact of the height and massing of the building. The developers were asked to consider a hip roof on the western side to reduce the massing of the gable as appearing from buildings looking east in

Engravers Row, and to also consider lowering the land levels within the site to allow the building to sit lower than shown (the current building is referenced to the ground level to the front of the building but above the level of the roadway). The street scene of the new property needs to be in keeping with surrounding properties. Architect Michal provided copies of the revised plans and explained the changes from previous plans. He also described why land levels had been kept at currently shown levels (ease of access for vehicles to garage and ease of disabled access to front of dwelling). Summary of Parish Council comments in respect of the revised plans:

- a) consider looking at lowering ground level at front of the property
- b) consider a hip roof if possible.
- c) to ensure that all paved areas are permeable to prevent run off onto the road

Public Comments:

- Neighbouring properties will be impacted by the new dwelling. (Architect said that he could prepare shading diagram for the concerned residents – and copy to PC)

Discussion on whether a covenant can be placed on the property to restrict fixtures in garden area. This could be included with the hard landscaping. To ensure no security lights and lighting in regard to Dark Skies policies.

The Chair thanked Michal for attending the meeting and explaining the plans.

9. Finances

- a) Financial Statement for May 2023: This was AGREED.
- b) Payments: These payments were AGREED. Clerk explained the increase in wages as the accountant was now paying per weekly basis.

Payments	Payment £	Receipts
James Johnson Accountant	120.00	
Npower	17.92	
S Raven wages June	400.30	
HMRC Tax	1.60	

- c) CIL – Discussion on CIL money earmarked £1593.95. To move to next meeting to discuss Village Hall infrastructure needed.
- d) Signatory for Barclays Bank Account – It was AGREED for Cllr W James to be a signature on the bank account.

10. Parish Partnership Scheme

Parish Partnership Scheme will be available for next year. Deadline for applications December 2023. To be considered and kept on agenda for further discussion.

11. Grit Box

The gritting route had been reinstated. It was AGREED that this was not now needed.

12. Occupancy and Resident Levels in the Parish:

Useful to survey the occupancy and resident levels in the village. It was AGREED for Councillors to undertake a survey of the village – this would be done in a manner that did not identify the occupancy type of individual properties but simply collected overall data.

13. Village Map:

Proof of map had been sent through from Illustrator. Advisory Group had met and emailed to explain the comments raised by Councillors. No response from Illustrator regarding comments.

14. Repainting of post for Village Sign:

Quote had been received for £120.00. It was AGREED for contractor to repaint wood and metal work.

15. Policies:

- a) Freedom of Information: Reviewed and AGREED.
- b) Equality and Diversity Policy: Reviewed and AGREED
- c) Planning Policy: Reviewed and AGREED
- d) Record Management: Reviewed and AGREED
- e) Risk Management: Reviewed and AGREED

16. Norfolk County Council consultation on the A149 Speed Limit:

Norfolk County Council had decided to cancel the project along the A149. Burnham Overy Town B1155 road would still continue through the whole of the parish being lowered from a 40mph to a 30mph.

17. Tree Preservation Order – Goodricks and Millennium Piece:

Borough Council Tree Officer attended the parish. There was amenity value for the trees at Goodricks however they were not under immediate threat to be placed under a TPO and was in a conservation area. The same with Millennium Piece cherry tree. The Officer would keep the Parish Council informed of any tree applications in the parish.

18. Millennium Piece, Allotments and Management of banks for Burn Millennium Piece:

No update from Holkham. Clerk to chase. It was discussed the cutting of grass on the Millennium Piece to thank parishioner for cutting it. Discussion on cutting riverbank in September for the Fakenham Conservation Team to come in. Quote for September.

19. Items for Next Meeting:

- Swift boxes in roofs.

20. Public Participation:

- Footpaths – Public Right of Way opposite Church needs cutting. Clerk to chase.

Meeting Closed: 7.50pm

Dates and times of meetings 2023:

4th September, 16th October and 27th November at 6.30 pm in the Nelson Memorial Hall, Burnham Thorpe

..... Chair Dated:

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL AND SIGNED ABOVE BY CHAIR