

# BURNHAM THORPE PARISH COUNCIL

## Minutes of the Annual Parish Council Meeting held on Monday 19<sup>th</sup> July 2021 at 6.00 pm at The Nelson Memorial Hall, Burnham Thorpe

Present:

Councillors: Mima Garland (Chair), Valerie Southerland, Sarah Greenall, Barbara Linsley, Chris Yardley, Alan Bodill, and Clerk: Sarah Raven

Members of the Public: 2

1. Apologies for absence:  
None
2. Minutes of the last council meeting held on the 5<sup>th</sup> May 2021.  
Minutes were circulated before the meeting, it was PROPOSED, SECONDED and AGREED to be signed as a true record with no amendments by the Chair, Cllr M Garland.
3. Declarations of interest from Councillors in any item to be discussed: -  
None.
4. Public participation:
  - None.
5. Reports by County and Borough Councillor: -  
Report by Sam Sandell (Borough Councillor) attached.
6. Clerks Report  
Update to report: Maize Harvest will last about six weeks, SAM2 data not able to be used by Police for speeding.
7. Planning:
  - a) Various internal alterations to modern finishes. at The Parsonage Creake Road Burnham Thorpe King's Lynn Norfolk PE31 8HW ref: 21/01237/LB – It was PROPOSED, SECONDED and AGREED to place a response of no observations either for or against
  - b) Erection of the new shed and greenhouse at The Parsonage Creake Road Burnham Thorpe King's Lynn Norfolk PE31 8HW Ref: 21/01321/F - It was PROPOSED, SECONDED and AGREED to place a response of no observations either for or against
  - c) Local Plan consultation and Housing Needs: Cllrs Garland and Greenall attended the Borough Council presentation. The consultation is with the Borough Council at present and there will be a further consultation on the final draft local plan, in relation to its compliance with the National Planning Policy Framework, before going to the Inspector for examination required for its confirmation. There is also opportunity to comment during the examination. Parish Council had already made comments.  
Housing issues about further development in the parish:- Discussion regarding correspondence with Holkham in 2017 about consultation on planning issues within the parish. It was PROPOSED, SECONDED and AGREED to write to Holkham asking for a meeting to progress the correspondence's agreed aims. PROPOSED, SECONDED and AGREED to nominate an Advisory Group to be formed to discuss with Holkham Cllrs C Yardley, M Garland and S Greenall.

8. Finances:

- a) Financial Statements for April, May and June 2021: It was PROPOSED, SECONDED that the Bank Reconciliation and Financial Statements were AGREED.
- b) Payments:- It was PROPOSED, SECONDED and AGREED to approve the payments.

Item	Payment	Receipts
S Raven Wages (May)	265.20	
S Raven (Laptop)	449.99	
Norfolk PTS (Course SR)	24.00	
CGM (May)	229.82	
CGM (June)	229.82	
S Raven Wages (June)	265.20	
Came & Co Insurance	565.33	

- c) General Power of Competence : Discussed that the criteria was met. PROPOSED, SECONDED and AGREED to continue with the General Power of Competence.
- d) Street Lighting Maintenance: It was discussed, PROPOSED, SECONDED and AGREED to renew the contract with K&M Lighting for a further three years.

9. Parish Partnership Grant:

Discussions on what parish partnership grant covers. AGREED to consider further for September meeting. Deadline 10<sup>th</sup> December. Bus shelter on Creake Road for school children to be investigated as a potential PP project.

10. Flooding, Anglian Water Norfolk Flood Alliance

No update from Anglian Water on programme of works. Burn Alliance a meeting with all organisations, Parish Council will be invited to attend. No arranging update from Norfolk Flood Alliance regarding one phone number for all. A parishioner was being consulted over interpretation of the water quality information from the Environment Agency.

11. Egmore Energy:

Cllrs attended a presentation of the sustainability report. Freedom of Information request had been sent to Ofgem. Egmore offered to do another presentation on sustainability reporting process if other Cllrs and parishioners would like to attend.

12. Rental Property at Blacksmiths Lane:

Marketing information had been sent out to interested parties by Holkham and viewing of the property is already taking place.

13. Contract and Appraisal of Clerk

Cllrs A Bodill and B Linsley had completed the Appraisal, concluded there were no issues and commended the clerk. Discussion on pay scales. It was discussed regarding overtime being paid. It was PROPOSED, SECONDED and AGREED that the Chair can agree the extra hours to be paid to the Clerk each month.

14. Permissive Paths:

A parishioner had enquired if a permissive path could be placed between Burnham Thorpe and Burnham Market (new Doctors's Surgery). A permissive path would not be maintained by the County Council. It was AGREED for the Clerk to investigate this further.

15. Tree Preservation Order Cherry Trees at the Goodricks  
Still ongoing as no acknowledgement from the Borough Council. Cllr S Sandell had chased this matter up.
16. Noticeboard Quotes:  
Discussion as to what type of noticeboard. It was PROPOSED, SECONDED and AGREED a wall mounted noticeboard, glazed door without lock, 6 x A4 sheets (3 top 3 bottom) horizontally, lettering Burnham Thorpe Public Noticeboard black vinyl. Clerk to arrange a final quote and template.
17. Interpretation Board  
It was decided that a Noticeboard type would be better than an interpretation board, and for it to be fixed to the other side of the bus shelter. Cllrs V Southerland and S Greenall to work with Clerk on drawing/map of parish and then present to next meeting.
18. Millennium Piece:
- a) Lease – No update
  - b) Spraying – It was PROPOSED, SECONDED and AGREED that no spraying should take place on Millennium Piece. Strimming and mowing are adequate. Fakenham Area Conservation Team will be attending September and will welcome volunteers from the village.  
Moles are a problem. Clerk to arrange quotes for next meeting.
  - c) Flood Elevations and Nature Conservation Benefit: Discussion on making an overspill for the river to help avoid water accumulation on the road. Clerk to arrange a site meeting for all Councillors. Clerk to also check arrangements with Highways on preventing backflow from the river via road drainage channels
  - d) Hedgerow Trees: Millennium Piece has limited scope of planting trees. Consider with Holkham regarding hedgerow trees for additional planting around the parish. Clerk to write to Holkham for their comments and arrange site visit. Clerk to contact Playing Field Committee regarding planting trees on Playing Field. Clerk to also write to Parishioner for trees to be planted on Church Lane near common land.
  - e) Hazard Unfenced Water signage: Considering removing the sign. Clerk to obtain quotes for removing, to be discussed at next meeting.
19. Highways Matters:
- a) SAM2 results: Walsingham Road (Opposite The Nelson). 85<sup>th</sup> percentile 28 mph. Maximum speed was 50mph.
  - b) Public Rights of Way: Next to the Shooting Box, overgrown - has been reported. Position of the wooden fence is being dealt with by Norfolk County Council who are liaising with Holkham and tenant. Bridge has been repaired. Reported that rights of way have not been cut.
  - c) Village Gateways: Are on order and will be installed in the next two months.
  - d) Speeding Issues: Most villages are undertaking Community Speed Watch. This needs 6 volunteers to undertake training. The Newsletter to include a request for volunteers.
20. Policies:
- a) Standing Orders: It was PROPOSED, SECONDED and AGREED to amendments
  - b) Financial Regulations: It was PROPOSED SECONDED and AGREED to amendments
  - c) Lone Worker Policy for Millennium Piece: It was PROPOSED SECONDED and AGREED.
  - d) Risk Assessments: It was PROPOSED, SECONDED and AGREED.

21. Six Weekly Meetings

It was PROPOSED, SECONDED and AGREED that meetings should be arranged for six weekly. New dates to be sent through from Clerk.

22. Correspondence:

Burnham Market Area Community Car Scheme asking for donations.

23. Items for Next Agenda

None

24. Public Participation

- Millennium Piece always floods, and the culvert under Lowes lane is insufficient. The drains on the road must be blocked during flooding.
- Environment Agency stated very little pollution, but sewage was laying on ground around pumping station.
- Hedge needs cutting at The Parsonage.
- Village riverbanks needs tidying.
- Parking on verge opposite Pub. Highways to give a quote for wooden posts to be installed.

Meeting closed at 7.25 pm

Date and times of meetings: -

**Tuesday 31<sup>st</sup> August, Monday 11<sup>th</sup> October, and 22<sup>nd</sup> November 2021**

All meetings start at 6.30 pm to be held in the Nelson Memorial Hall

..... Chair                      Dated:

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

## REPORT FOR PARISH COUNCIL. JULY 2021 FROM SAM SANDELL (BOROUGH COUNCILLOR)

Good Evening.

Since the last Parish Council meeting in May the Borough Council has seen and new Leader who is the process of refreshing the council's vision and values. There is also two new Cabinet members. Each Cabinet member has very specific portfolios. There is also a new Mayor and Deputy Mayor. I am one of the new cabinet members and my portfolio is titled People and Communities. This covers a wide spectrum of things including homelessness which I am happy to report we have no homeless people in the Borough. I have been working with the Leader and the Chief Executive to support the Summer of Play Campaign. This is to provide play opportunities for children throughout the summer holidays and beyond this is in partnership with Alive Leisure to offer a significant reduction in activities for young people across the Borough. ALL activities from swimming, roller skating, skate parks and tumble tots will all be £1. 50p to those who hold a concession card. As we know we all saw a life change last year and children got hit hard. This is a great opportunity for them and families to get out and socialise and get active once more. This falls under my portfolio also.

2021 has seen a significant increase in Planning applications from Jan to May 1,216 applications have been received compared to 847 from the previous year. The Local Plan review was presented to Full Council on the 8<sup>th</sup> July and this plan has been adopted. There has been presentations to Parish and Town Councils to explain the procedures. The consultation period is anticipated to start at the end of July. This will be available via the Borough Council website. I think the easiest thing is to split it into 2 sections. Site allocations and Policies. We are seeing a great deal of interest in new Neighbourhood plans and officers are meeting with the interested Parishes.

From the 28<sup>th</sup> June 2021 there is a change to the National Planning Policy in relation to first homes. These include a requirement for 25% of affordable housing contributions (via S106 agreements) to be first homes. First homes are sold by developers to first time buyers with a 30% discount which is passed on to future purchases in perpetuity. We are working with the team in Planning policy to take account of these changes.

Some of you may know that the Cllr Jameson has an allowance of £10,000 per year to help Parishes in his ward with funding different projects. The Borough Council are looking into giving its Councillors an allowance of £1000.00 a year to help with things in their wards. I am very much looking forward in being able to support small projects in my ward.

As we have seen from the news Covid Cases in West Norfolk are continuing to rise. I helped out at a vaccination clinic in Snettisham a couple of weeks ago. We saw some 18 year olds having their first vaccine. There are lots of walk in centres in Kings Lynn at the Hospital, the Corn Exchange. The Borough Council are working with the CCG and the NHS doing a vaccine bus that is going round Kings Lynn. If you know of anyone who hasn't had a vaccine or their second one urge them to go to one of these places.

If you have any questions please email me.

Best Wishes

Sam

DRAFT