

# BURNHAM THORPE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 27<sup>th</sup> November 2023  
6.30 pm at The Nelson Memorial Hall, Burnham Thorpe

## **Present:**

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

Member of the Public: 6

## **1. To Elect a Chair:**

It was PROPOSED, SECONDED and AGREED to elect Cllr W James as Chair.

## **2. To Elect a Vice-Chair:**

It was PROPOSED, SECONDED and AGREED to elect Cllr C Yardley as Vice-Chair.

## **3. Apologies for Absence:**

None. Cllr S Sandell (Borough Councillor) gave her apologies.

## **4. Minutes of the 16<sup>th</sup> October 2023:**

The Minutes of the meeting 16<sup>th</sup> October 2023 were circulated before the meeting. The Minutes were AGREED and signed as a true record by the Chair, Cllr W James.

## **5. Declarations of Interest:**

None

## **6. Public Participation:**

- Bollards at junction Lowes Lane/Walsingham Road. The bollards are an issue causing pedestrians to walk out into the road. During the Summer cars are parking behind the bollards.

## **7. Borough and County Council Reports:**

None.

## **8. Clerk Report:**

Clerks report circulated. Thank you letter was sent to the Farmer who cleared the mud from the road between Burnham Thorpe and Burnham Market when the heavy rain brought down part of the bank.

## **9. Update on River Fly Scheme:**

Mr Fisher of the Norfolk Rivers Trust gave an update on the River Fly Scheme results. Three months' worth of data had been recorded. Volunteers are welcome each month to help with the Scheme. The Environment Agency have set a trigger level. Trigger level is 6 but scoring 7 and 8 at present so appears to be healthy. It really needs a years' worth of results to know the full picture. Hopefully in the New Year a site could be found downstream as well. Encourage other parish councils to get involved.

## **10. Finances**

a) Financial Statement for October 2023: This was AGREED.

b) Payments:

Payments	Payment £	Receipts
CGM	255.78	
Npower	27.51	
BCKLWN Election Costs	54.60	
Information Commissions Office Renewal	35.00	
S Raven Wages October	341.60	
S Raen Wages November inc Backpay	509.40	
HMRC	5.40	

These payments were APPROVED.

c) Budget: - Revising the budget to set the precept in January. This will be updated and circulated ready for approval at the January meeting. Borough Council have not sent through the Tax Base yet.

d) Backpay and hourly rate increase for the Clerk: Backpay had been agreed to 1<sup>st</sup> April 2023 and increase in SCP rate. Clerk's new hourly rate at SCP 17 at £14.95 per hour.

**11. Millennium Piece/Hedgerows/Trees and Allotments including the management of the Banks of the Burn alongside Millennium Piece**

Email received from Holkham with updates. It was discussed to have a site meeting with Holkham to go through proposals for Allotments/Millennium Piece/Trees and Hedgerows. Clerk to try arrange a meeting with Holkham at end of December.

**12. Biodiversity Policies and Action Plan:**

Biodiversity Policies and Action Plan template to be considered. Cllr C Yardley to draft.

**13. Access on Playing Field:**

Cllr W James to draft a reply to the parishioner for Clerk to send on.

**14. Streetlight:**

Reply from Norfolk County Council Amey regarding quotes received for streetlight. This included times, bracket shield, new streetlight. Shield can be purchased directly. Clerk to correspond with Amey regarding pricing, fitting and information on a new shield.

New streetlight to be Solar powered option which are movement activated so will not be on all the time. Clerk to find out prices.

Clerk to check the light output temperature of all lights which will help with the biodiversity plan.

**15. Planning:**

- a) Ref: 23/01620/F Amended plans for Full planning permission for a single dwelling with associated landscaping, vehicular access and parking at 6 Walsingham Road, Burnham Thorpe, King's Lynn, Norfolk, PE31 8HN. – It was PROPOSED SECONDED and AGREED to object to the revised plans. Original objections still valid plus highlighting the highway visibility splay and wall. Cllr Yardley and Cllr Garland to draft response.

- b) Workhorse Barn change of use: Cllr Yardley had looked at the decision notice and planning applications. There are no conditions on the decision notice made by the Planning Officer which relate to linking the use of the residential element of the barn to the commercial use and requiring therefore any residential usage to be directly associated with someone who works in the commercial unit not with standing that the original application clearly stated that this was the basis of the whole application. Nothing further to be done.
- c) Meeting with Leader of the Borough Council: Cllr Yardley had attended the meeting with the Leader of the Borough Council. He gave a report of what was discussed at this meeting. Meeting was very well attended by Parish Councillors. Planning is being taken very seriously and the Leader wanted to assess whether comments from Parish Councils were being heard and acted on by the BC. The general response was that they were not and the Leader was hoping to use the results to try to change responses from the BC to Parish Council comments. Borough Council also looking into helping Parish Councils regarding vexatious parishioners to enable help being provided at the Borough Council. This would be based on 'buy in' by the PCs who would collectively contribute to some scheme (officer or other) which could then advise or even take on and deal with vexatious parishioners directly. Clerk to draft a letter to Leader in general support of the proposals and thanking him for arranging the meeting.

#### **16. Highways:**

- a) Bollards located junction of Walsingham Road and Lowes Lane: Highways will fix the bollard leaning over. Concerns raised by parishioners over pedestrians having to walk into the road to avoid the bollards. Highways had installed the bollards. Clerk to ask Highways for a site meeting regarding the bollards.

#### **17. Occupancy and Resident levels in the Parish:**

Documents to be held on file if needed.

#### **18. Village Map:**

Three words to describe the village : Nelson / Community / Countryside

#### **19. Consultation of Polling Stations for Parish:**

No comments as Polling Station at Burnham Market Village Hall.

#### **20. Access to Information Policy:**

Policy AGREED and adopted.

*Cllr S Greenall left the meeting.*

#### **21. Items for next agenda:**

Streetlighting, budget, village map.

#### **22. Public Participation:**

- Motion sensor street light – Discussed regarding why streetlights to navigate rather than by motion sensor on. The PNR does not have to be turned on.
- Village Map – Conservation could be a word as a conserving the history and nature of the village.

Meeting Closed: 8.05pm

**Dates and times of meetings 2024:**

15 January, 19 February, 8 April, 20 May, 24 June, 29 July, 2 September, 21 October, 2 December 2024 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**