

# BURNHAM THORPE PARISH COUNCIL

## Minutes of the Parish Council Meeting held on Wednesday 20<sup>th</sup> April 2022 at 6.30 pm at The Nelson Memorial Hall, Burnham Thorpe

Present:

Councillors: Mima Garland (Chair), Valerie Southerland (Vice-Chair), Chris Yardley, Cllr B Linsley, Clerk: Sarah Raven

Members of the Public: 2

### 1. Apologies for absence:

Apologies were given by Cllr A Bodill (personal) and Cllr S Greenall, (personal).  
PROPOSED, SECONDED and AGREED to accept their apologies.

Cllr S Sandell (Borough Councillor) and Cllr A Jamieson (County Councillor) also gave apologies.

### 2. Minutes of the last council meeting held on the 14<sup>th</sup> February 2022.

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: -

Cllr C Yardley Item 7a. Cllr V Southerland Item 12.

### 4. Public participation:

- None

### 5. Reports by County and Borough Councillor: -

No reports received.

### 6. Clerks Report

Clerks report was circulated before the meeting. No additional updates.

### 7. Planning –

- Ref: 22/00455/F Replacement of 9 single glazed Crittall windows on the 1950's extension on the south, east and north sides of the building. These will be replaced with aluminium framed narrow profile double glazed units. These will be in white as existing. Nelson Memorial Hall Church Lane Burnham Thorpe King's Lynn Norfolk PE31 8HT – **Support without observations.**
- Ref: 22/00261/F Boat storage building with home office/study over, and new window in front elevation of house, at 10 The Pightle Back Lane Burnham Thorpe King's Lynn Norfolk PE31 8HT delegated decision made – Object. The Application has since been withdrawn.
- Manor Farm Buildings: Discussion regarding conversion works on the barns. This is in a conservation area. It was PROPOSED, SECONDED and AGREED to write to the Borough Council to investigate these planning works.

### 8. Finances:

a) Financial Statement for February 2022: The financial statement was AGREED.

b) Payments to be approved:

Payments	£
S Raven Wages Feb	265.40
Action Play & Leisure Trim Trail	1236.48
Harry Stebbins Workshop	811.20
P J Hunt Installation of Notice Board	115.00

Norfolk ALC Subscription	81.37
CGM	229.82
Norfolk PTS subscription	75.70
S Raven Postage	10.56
Parish Online	32.40
BCKLWN Dog Waste Collection	197.60

These Payments were PROPOSED, SECONDED and APPROVED.

- c. NALC pay increases for Clerk: Backpay on pay increase to 1<sup>st</sup> April 2021 has now been paid. Increase to SCP 16 from 1<sup>st</sup> April 2022 at £12.70 per hour. APPROVED.

9. Millennium Piece:

- a. Survey: 37 responses been received at present. Deadline is 18<sup>th</sup> May 2022. This will be placed in the Newsletter as a reminder again.

10. Trees and Hedgerows around the Parish:

After a site meeting with Cllr C Yardley, Cllr M Garland and Clerk, a plan has been marked of where new trees/hedgerows could be planted with permission from landowners/tenants/highways. Norfolk County Council are promoting replacing trees. Map to be circulated to Councillors for their input.

11. Managing the Allotments:

Holkham had approached the Parish Council a few years ago to ask if they want to manage the allotments. Parishioners had approached Holkham for allotments and not received any further response. Discussion on the how the allotments are managed at present. It was PROPOSED, SECONDED and AGREED to write to Hoklham to explore whether the Parish Council could manage the allotments from Holkham.

12. Chapel Meadow Field:

Discussion on the field and whether it needs tidying up as in the centre of the village. AGREED to discuss with the tenant.

13. Map for the Village:

Discussing examples of map and quotes received. Need to illustrate the public rights of way and historic features. Playing Field Committee had produced a map for Trails around the village. This would be forwarded to the Clerk for information. Clerk to liaise with Playing Field Committee Treasurer regarding contractor they used for a quote. Member of Public also suggested a person who may be able to assist. AGREED for Clerk to research these quotes for next meeting.

14. Traffic Regulation Order:

No updates at present.

15. Donations from businesses in the villages:

No donations at present.

16. Flooding and Norfolk Resilience Forum regarding Community Plan.

Norfolk Resilience Forum had provided information. AGREED to go on the alert cascade system. Community Plan was discussed but not to continue with any plan. There is still no update from Norfolk Association Local Councils on the Norfolk Strategic Flooding Alliance strategy document. Clerk to chase. Anglian Water have carried out a camera survey on emptied pipework in the village and identified serious problems, according to operatives carrying out the work. Previous camera surveys were carried out when pipes were in operation, making it impossible to detect defects. Clerk had written for a report from Anglian Water but no response back.

17. Playing Field:

a) Playing Field Committee lease and responsibilities:

Playing Field Committee (PFC) had sought advice from Community Action Norfolk on the lease by between the Parish Council and PFC. This was discussed. PFA explained they would need to register as a Charity. This is a process now being undertaken. Grass cutting contract still to be undertaken and paid by Parish Council. AGREED to exchange draft letters of responsibility for roles between Parish Council and PFC.

18. Refurbishments to the bus shelter:

Three Councillors had rescinded the decision made at the last meeting regarding the refurbishment of the bus shelter. This was discussed in detail. It was PROPOSED, SECONDED and AGREED for the window frames to be repainted, glass removed and guttering fixed. Clerk to liaise with member of the public regarding contractors and providing third party insurance.

19. Offshore Transmission Network (OTN); Windfarms:

Discussion on the offshore windfarms & on-shore infrastructure, currently going through the consenting process. It was AGREED to write to the MP, Norfolk County Council, Borough Council in terms suggested by the Norfolk Parish Movement for the OTN. Cllr C Yardley to draft letters with Clerk.

20. Highways and Public Rights of Way:

- a) Public rights of way: Footpath 15 near Shooting Box meeting between Holkham and Norfolk County Council Officer. Footpath 10 kissing gate will be adjusted for more accessibility. Stiles at the end of the bridges will be replaced with kissing gates.
- b) Road: Mill Road/Back Lane, signage for pedestrians: Complaint had been circulated regarding an incident with a land rover. Lane is very narrow. Discussed regarding signage. Clerk to arrange a site meeting with Highways to discuss options.
- c) Lowes Lane Bridge: Bridge railings have now been repaired.

21. Ukraine:

Norfolk ALC had updated regarding signposting to other organisations.

22. Clerks Appraisal:

It was AGREED for Cllr B Linsley and Cllr A Bodill to undertake this.

23. Items for next agenda:

None.

24. Public Participation:

- Community Plan – rather than a complicated plan could small things be identified. Flooding - regarding outlets for the River Burn these will be replaced for Highways.
- Mill Road – From Burnham Overy Town to Thorpe there are no village signs to state coming into a village. Too steep banks to have white gateways.
- Millennium Piece Survey – this survey is anonymous.
- Dead trees – there are so many in the village. A proposal for management is in preparation alongside tree planting proposals .
- Public Rights of Way: Why are there stiles either side of the river, could it not be just a bridge? Clerk to check with Public Rights of Way Officer the reason behind this.

Meeting closed at 8.23 pm

Date and times of meetings: -

Monday 9<sup>th</sup> May (ANNUAL GENERAL MEETING), Monday 20<sup>th</sup> June, Monday 25<sup>th</sup> July,  
Monday 19<sup>th</sup> September, Monday 31<sup>st</sup> October, Monday 12<sup>th</sup> December 2022

..... Chair                      Dated:

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