

# BURNHAM THORPE PARISH COUNCIL

## Minutes of the Parish Council Meeting held on Monday 14<sup>th</sup> February 2022 at 6.30 pm at The Nelson Memorial Hall, Burnham Thorpe

Present:

Councillors: Mima Garland (Chair), Valerie Southerland (Vice-Chair), Alan Bodill, Sarah Greenall, Chris Yardley, William James, Clerk: Sarah Raven

Members of the Public: 3

1. Apologies for absence:

Apologies were given by Cllr B Linsley (personal). PROPOSED, SECONDED and AGREED. Cllr S Sandell (Borough Councillor)

2. Minutes of the last council meeting held on the 4<sup>th</sup> January 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 M Garland 13 b and c. Cllr V Southerland 15.

4. Public participation:

- None

5. Reports by County and Borough Councillor: -

Report received from Sam Sandell Borough Councillor attached.

6. Clerks Report

No additional updates.

7. Planning –

- a) Retrospective renovations and repairs to existing utilities building at The Old Post Office Walsingham Road Burnham Thorpe Norfolk PE31 8HH Ref: 21/02427/F – No comment

*Delegated Decision*

- i) Burnham Thorpe: Burnham Market Water Recycling Centre, Walsingham Road, Burnham Thorpe, Burnham Market, PE31 8EN: The construction of a Motor Control Centre (MCC) Kiosk at a WRC : Anglian Water – No observations
- ii) Construction of new porch and drive. Minor internal alterations at 6 Walsingham Road Burnham Thorpe King's Lynn Norfolk PE31 8HN Ref 21/02385/F – Comments made.

8. Millennium Piece:

Survey: Discussion on the draft survey. The draft survey was agreed with no alterations to be sent off at the same time as the business letters.

9. Traffic Regulation Order:

No update from Norfolk County Councillor Andrew Jamieson on the position of the Order.

10. Finances

- a) Financial Statement for December 2021 and January 2022: The financial statements were PROPOSED SECONDED and AGREED.

- b) Proposed Payments: These were PROPOSED, SECONDED and AGREED to be paid

Payments	£
S Raven Wages	265.40
Burnham Thorpe Village Hall (Hire)	78.00
S Raven (Search Fee)	6.00
K & M Lighting (maintenance contract)	64.26
Norfolk Parish Training & Support (SR)	12.00
Npower (Electricity supply Street lights)	23.53

- c) Internal Auditor: Roger Gillett is the usual internal auditor, it was AGREED to ask him to continue with the internal audit.
- d) Future Biogas Grant: Discussion on radius and application form. Application for grant not needed at present; the PC would support other village bodies to apply

#### 11. Business letters asking for donations:

Draft letter circulated. Amendments made and would be redrafted and circulated for approval in due course.

#### 12. Flooding:

Cllr M Garland attended a webinar on Flooding and highlighted the points raised. Community needs to be involved in and around surrounding parishes. Clerk to write to Norfolk Flood Strategic Agency to ask if there was any response regarding the seminar and the PC's comments on the Strategic Plan sent in November. It was AGREED for Clerk to write to parish councils in the Burn Valley to promote the seminar and to promote a collaborative effort to address the challenges and opportunities set out in the seminar. Agenda item to discuss Emergency Community Plan for next meeting.

#### 13. Playing Field:

- a) Correspondence regarding access to the Playing Field: Correspondence received regarding access via the playing field gate to land on Old Post Office property. No access on Deeds and letter from Parish Council to Playing Field Committee dated 1998 stated no access. It was agreed no further action was currently needed.

Cllr M Garland declared an interest in the next items. Cllr V Southland took the Chair.

- b) Location of planting new trees on the playing field: The Playing Field Committee had presented proposals for two new trees, an Oak and Hornbeam to be positioned north-west of the Nelson wood carving on the playing field. It was PROPOSED, SECONDED and AGREED in principle for these two trees to be planted on the playing field and a site meeting to be held to agree the exact location. Cllr C Yardley reported on the condition of the playing trees and long-term view of trees on the playing field. Playing Field Committee commented on a possible lack of clarity on the roles for themselves and the Parish Council. It was AGREED to consider this in detail at the next meeting;
- c) Financial Support: The Playing Field Committee have asked for financial support towards maintaining the trees. Rough estimate to be in the region of £2,500. Agreement in principle to provide support subject to future year's funding and to request an estimate for tree works from the Playing Field Committee. It was noted that the tree survey had not identified any current safety concerns. To discuss again when setting budget for 2023/24.

Cllr M Garland took over as Chair.

14. Refurbishments to the bus shelter:

Member of public asked if the window frames could be removed and the guttering replaced on the bus shelter. It was AGREED for a quote to be provided by a contractor for the Parish Council to replace the guttering and ask the member of public to cover the cost of the works. Windows are not to be replaced or removed.

15. Bonfire on Walsingham Road:

No comments needed. Landlord asked for the bonfire to be removed.

16. Highways and Public Rights of Way:

- a) Public rights of way: Norfolk County Council still trying to liaise between landlord and tenant.
- b) Road: Potholes been reported on Mill Road and Walsingham Road which have been completed.
- c) Lowes Lane Bridge: No update on the repair work.

17. Landowners and tenants legal obligations:

It was AGREED to provide a reminder of the rights and legal obligations for landowners and tenants in the next newsletter. Clerk to liaise with Cllr James.

18. Items for next agenda:

- Manor Farm Barn buildings.

19. Public Participation:

- Burnham Market PC has a flooding emergency action plan that could also be of use in helping Burnham Thorpe develop one.
- Events for the Platinum Jubilee; enquiring if the Parish Council were planning anything. The Parochial Church Council were organising an event for Burnham Thorpe, as was the Playing Field Committee. Parish Council had discussed regarding planting of trees around the parish.

Meeting closed at 8.17 pm

Date and times of meetings: -

Monday 28<sup>th</sup> March, 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

..... Chair                      Dated:

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