

BURNHAM THORPE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 19 February 2024
6.30 pm at The Nelson Memorial Hall, Burnham Thorpe

Present:

Councillors: Chris Yardley (Vice-Chair), Mima Garland, Sarah Greenall, Clerk: Sarah Raven
Cllr S Sandell (Borough Councillor)

Member of the Public: 5,

1. Apologies for Absence:

Cllr W James and Cllr B Linsley (Personal). It was resolved to accept the apologies.

2. Minutes of 15 January 2024:

The Minutes of the meeting 15 January 2024 were circulated before the meeting. The Minutes were AGREED and signed as a true record by the Vice-Chair, Cllr C Yardley.

3. Declarations of Interest:

Cllr C Yardley – Item 16 - Chair of the Nelson Memorial Hall.

4. Public Participation:

None.

5. Borough and County Council Reports:

Cllr S Sandell (Borough Councillor) explained increase in council tax fees for second homes. Furnished holiday lets new legislation. Budgets to be set by Cabinet next week. Flooding update sent to James Wild MP regarding situation in Burnham Market, North and South Creake.

6. Clerk Report:

Clerks report circulated. Outstanding quote for dog bin to be installed. Goodricks repair of the road is being considered by the Borough Council. Biodiversity Action Plan to be completed after Seminar in March.

7. Finances

a) Financial Statement for November and December 2023 and January 2024: These was AGREED.

b) Payments:

Payments	Payment £	Receipts
Npower January	35.31	
S Raven Wages January	432.50	
HMRC	14.20	
Norfolk Parish Training SR Course	18.00	
S Raven Wages February	360.80	

These payments were APPROVED.

c) Internal Auditor:- IT was AGREED to ask Roger Gillet to complete the internal audit for the end of the financial year.

8. Millennium Piece/Hedgerows/Trees and Allotments:

Holkham will continue to deal with the Allotments. Plot will be tidied up at the end of February once the tenancy has expired. All plots are currently taken. Millennium Piece all options being explored by Holkham. Old Railway Line is being considered being changed to a Public Right of Way by Holkham.

9. Streetlights:

New Streetlight on corner of Church Lane/Lowes Lane: The Defender solar power PIR. This lighting is 3000k which is a warm white light. 4000k is neutral white light. It was AGREED to place on next agenda to be discussed so it could be dealt with in the next financial year accounts.

Timers: - K & M Lighting quote for 7 timers to go off at midnight until 5.30 am. The quote would still stand from last year at £630 plus VAT. It was agreed to move to next agenda to deal with in the next financial year.

10. Planning :

- a) Initial Plans for Church Farm Barns: - Discussion on the initial plans to convert the barns to one property with annex. It was agreed for Clerk to contact the Applicant to attend the next meeting to discuss the plans or for a site meeting.

11. Churchyard tree works in a Conservation Area:

Works had been completed on trees (lower limbs removed) in the Churchyard but had not completed an application for approval by the Borough Council as in a conservation area. This work was carried out by a parishioner on behalf of the Parochial Church Council (PCC). It was agreed to inform the Borough Council of the works and the PCC of the appropriate paperwork required to submit to the Borough Council if any further works were needed.

12. Gypsy and Travellers Policy from Borough Council:

No comments to be made.

13. Norfolk Minerals Consultation from Norfolk County Council:

No comments to be made.

14. Flooding and Sewage in the Village:

Clerk reported back on the Open Meeting at Burnham Market with agencies attending. Flood Questionnaire to be completed by parishioners for Norfolk County Council and Factsheet provided by Cllr S Sandell. Clerk had placed these documents on the website.

Discussion on the Environment Agency flood warnings need to be more accurate and all times of the day. Clerk to liaise with Environment Agency.

Tankering at the pumping station:- Discussion on the tankering through the night. Clerk to ask if this could be between the hours of 10 am and 7 pm.

15. Highways:

- a) Bollards located junction of Walsingham Road and Lowes Lane: Site meeting arranged for 29 January at 10 am with the Highways Engineer:- Clerk and Cllr Linsley attended the site meeting with the Highways Engineer. There is enough room between the bollards and the fence for pedestrians to walk safely rather than in the carriageway. Mud near the bollards and playing field entrance will be cleared by Norfolk County Council. The bollards have been hit frequently as signs of damage on

both bollards. Norfolk County Council will either remove the bollards completely or repair the bollard which is leaned over. It was agreed to repair the bollard and leave in place for the time being.

16. Support letter for the Nelson Memorial Hall and Donation: -

It was agreed to provide a support letter for any grant application that the Nelson Memorial Hall would like to make to replace the windows in the hall. It was agreed to discuss a donation for the Nelson Memorial Hall at the next meeting once year-end had been completed.

17. Village Map:

No update from Cllr W James.

18. Dog Bin installation opposite the Pub:

The quote had not been provided yet.

19. Appraisal for Clerk:

This has been carried out. It was agreed to place on the agenda for the next meeting as both Cllrs Linsley and James were not at the meeting.

20. Newsletter bi-monthly:

It was agreed to have the newsletter bi-monthly unless anything urgent to be sent out.

21. Items for next agenda:

CPRE subscription.

22. Public Participation:

- Tankering – Could an update/plan be given by Anglian Water for the tankering.
- Bollards/Mud – In old photographs there showed a footpath around this corner. Discussion on whether a trod or footpath could be installed around this corner. Clerk to find out for next meeting.

Meeting Closed: 7.50 pm.

Dates and times of meetings 2024:

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**