

BURNHAM THORPE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 16th October 2023
6.30 pm at The Nelson Memorial Hall, Burnham Thorpe

Present:

Councillors: Mima Garland, Barbara Linsley, Sarah Greenall, William James (attended partway through meeting) Clerk: Sarah Raven

Member of the Public: 2

1. To Elect a Chair:

Cllr C Yardley had resigned from Chair. It was PROPOSED, SECONDED and AGREED that Cllr M Garland take this meeting and an elected chair be voted at the next meeting.

2. To Elect a Vice-Chair:

To move to the next meeting in November.

3. Apologies for Absence:

Cllr C Yardley (Personal). The apologies were accepted.

4. Minutes of the 2nd October 2023:

The Minutes of the extra meeting 2nd October 2023 were circulated before the meeting. The Minutes were AGREED and signed as a true record by the Chair, Cllr C Yardley.

5. Declarations of Interest:

None

6. Public Participation:

None.

7. Borough and County Council Reports:

None.

8. Clerk Report:

Clerks report circulated. Pub security light had been checked by Cllr M Garland. Clerk to check old minutes regarding lighting back to 2020.

9. Applications for Co-Option:

Two seats vacant. No applications received.

10. Finances

a) Financial Statement for August and September 2023: This was AGREED.

b) Payments:

Payments	Payment £	Receipts
Holkham Estate Rent MP	50.00	
S Raven Wages September	441.70	
K&M Lighting Services Contract	64.26	
Microsoft 365 S Raven	59.99	
CGM Grass Cutting since April	860.21	

ICO Subscription	35.00	

These payments were APPROVED.

c) Internal Control: - This has been completed and up to date.

d) 1st Draft of Budget – To be deferred to next meeting.

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

An email had been sent to Holkham regarding outstanding matters. A response received from Holkham to say this would be looked into and a full response forthcoming. This to be left until the November meeting for further discussion. Discussion regarding the felling licences from the Forestry Commission.

12. Fakenham Area Conservation Team

A quote of £650 (no VAT) would be charged and completed on 22nd October 2023 from 9.30 am until 1pm. Any volunteers welcome on the morning. This quote was AGREED.

Cllr W James joined the meeting.

13. Access on Playing Field:

A site visit had been undertaken with the property owner with Cllr Yardley, Cllr Greenall, Clerk and Treasurer of the Playing Field Committee. This was discussed that this is not a right of way. It was resolved for Cllr W James to draft a letter for Councillors to consider further.

14. Streetlight:

Clerk had received communications from Norfolk County Council Amey Engineer who was willing to assist with the specifications. To be moved to next agenda for further information. Quote for shield had been received for £250. This would be included for the Engineering to specify whether this would help with light distribution into the houses.

15. River Fly Scheme:

Norfolk Rivers Trust had attended on 18th September and results circulated. The next River Fly Scheme would be undertaken on 18th October. Clerk to invite Norfolk Rivers Trust to next meeting.

16. Planning:

- a) Workhorse Barn change of use: Ongoing.
- b) Proposed New dwelling adjacent to 6 Walsingham Road: Objection made at extra meeting. This has also been called into committee by Borough Councillor.
- c) Evidence Documents for Local Plan: No comments to be made.
- d) Draft Corporate Strategy Plan for the Borough Council: No comments to be made but move to next meeting.

17. Occupancy and Resident levels in the Parish:

Details from Sam Sandell provided at last meeting. This is just for consideration regarding data for the village.

18. Village Map:

Need to discuss what 3 words would need to be used to describe the village. Place in Newsletter for parishioners' comments. Ideas to include Nelson. This would be then consistent as to what and who we are.

19. Items for next agenda:

None.

20. Public Participation:

None

Meeting Closed: 7.15pm

Dates and times of meetings 2023:

27th November 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**