

MINUTES OF THE BURNHAM MARKET PARISH COUNCIL MEETING

held on Monday 15th February 2021 at 7pm

Under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 via ZOOM

Present: Cllrs P Borlace (part), R- Campbell-Gray, N Fryer, R Monbiot (Chair,part), R Parke, J Scoles, K Watkins and P Woodhouse (Chair, part)

Clerk: Lolly Dawson

Members of the public: 9

RECEIVED Cllr Marshall's resignation as Chair. PROPOSED by Cllr Monbiot and seconded by Cllr Scoles that Cllr Woodhouse preside over this meeting.

This item chaired by Cllr Monbiot

1. Apologies and consideration of acceptance for absence.
 - 1.1 The resignation of Cllr B Lynn was NOTED.
 - 1.2 Cllr J Marshall, unavailable, apology accepted.
2. The Parish Council has received permission to Co-opt for one current vacancy. Mr Peter Borlace was co-opted to the council, signed his declaration of acceptance to office and joined the meeting. PROPOSED Cllr Monbiot seconded Cllr Campbell-Gray.
3. Members' declarations of interest and requests for dispensations.

Item 13 Cllr Campbell-Gray and Watkins regarding Allotments.

Item 8.1.5 Cllr Campbell-Gray informed the meeting she was related to a neighbour of the property.
4. The minutes from Full Council Meeting held on Monday 18th January 2021 were AGREED and will be signed by the chair in due course.
5. Public Speaking. Council was addressed regarding the flooding at Church Walk, other local flooding issues and planning matters.
6. To receive any reports:
 - 6.1 County Councillor Andrew Jamieson reported on the flooding in the local area. A Norfolk Strategic Flooding Alliance had been set up in January to bring together all entities and agencies responsible to improve the situation currently and future prevention, local people will be contacted to assist with mapping the current waterways. There is an NCC initiated plan to coordinate the districts and tackle parking along the coast with the 'Coastal Parking Group'.
 - 6.2 Borough Councillor Sam Sandell, apologies received.
 - 6.3 Police representative Lee Anderton, apologies received.
7. Items from previous meetings.
 - 7.1 The new emergency contact playground sign was fitted 11.02.2021.

- 7.2 The pest controllers have visited the allotments and completed their first report.
- 7.3 Street Name Plate department at West Norfolk have been contacted to remove the Kestrel Close signs.
- 7.4 The council computer has been updated and all necessary licenses are in place. Both the outlook and gmail council accounts are live and can be used. The council agreed to use burnhammarketpc@gmail.com as the primary council email.
- 7.5 Freebridge have sent an update stating that the work on the streetlights is on schedule to be completed by 26.02.2021.
8. Planning.
- 8.1 To consider and respond to Planning Applications received from Kings Lynn Borough Council:
- 8.1.1 20/02102/F - Proposed single story extension, garage conversion and alternations, Hamlet Cottage, Station Road, PE31 8HA. OBJECTION based on lack of parking, overdevelopment of the site, closeness to neighbouring properties. PROPOSED Cllr Monbiot seconded Cllr Campbell-Gray.
- 8.1.2 21/00084/F - Development of 6 dwellings following demolition of existing dwelling at Redlands, Back Lane, PE31 8EY. OBJECTION based on insufficient car parking, and overdevelopment of site due to third storey, unsuitable urban design out of keeping with the locality. PROPOSED Cllr Monbiot seconded Cllr Campbell-Gray.
- 8.1.3 20/00643/F - Demolition of existing house and rebuilding with new garage and art studio at Bunessan, Herrings Lane, PE31 8DW. Application deferred.
- 8.1.4 20/02067/F Variation of condition 2 of planning permission 19/01731/F for the addition of an outdoor swimming pool, Church Pightle, PE31 8HA. OBJECTION based on unclear drainage plans and additional drainage as a freshwater pool. Recommendation for planting additional trees to prevent noise disturbance and privacy. PROPOSED Cllr Borlace seconded Cllr Watkins.
- 8.2 The decisions taken by Kings Lynn Borough Council were NOTED:
- 8.2.1 20/01430/F - The Old Crabbe Hall 22 Front Street, single storey linked extension, alteration and conversion of stables, application permitted 13.01.2021.
- 8.2.2 19/00983/NMA_1 - Merrymeet 8 Kestrel Close, non-material amendment to planning consent 19/00983/F single storey rear extension to accommodate a new kitchen, with drainage into existing facilities, application permitted 14.01.2021.
- 8.2.3 20/01431/LB - The Old Crabbe Hall, listed building single storey extension, application permitted 15.01.2021.
- 8.2.4 20/02105/LB - Listed Building Application has been withdrawn.

9. Finance.

9.1 To receive an up-to-date bank reconciliation. NOTED

BANK RECONCILIATION 31.12.2020						
Community Organisation Account	44587171	£	14,844.80	Carried forward 1.12.20	£	43,100.82
Business Reserve Account	44587198	£	-	Plus Receipts	£	-
Unity Bank:		£	24,562.55		£	43,100.82
		£	39,407.35	Less Payments	£	4,194.48
Less UP Cheques		£	501.01			
	805	£	41.67			
	808	£	41.67			
	812	£	16.67			
	817	£	33.33			
	818	£	16.67			
	829	£	16.67			
	836	£	33.33			
	847	£	15.00			
	848	£	50.00			
	854	£	161.00			
	855	£	25.00			
	857	£	33.33			
	858	£	16.67			
Total		£	38,906.34		£	38,906.34

9.2 It was NOTED that the S137 limit for 2021/22 is £8.41 per elector.

9.3 The asset register was reviewed and no changes are to be made.

9.3 The following payments were APPROVED

Cheque no.	Payee	Net £	Vat £	Total £
	Postage – L Dawson	£3.85	£0.00	£3.85
	Cozens – Victorian Lantern & LED driver on Green.	£850.00	£170.00	£1020.00
	Cozens Maintenance - Jan	£50.00	£10.00	£60.00
	Viking	£88.79	£17.76	£106.55
	Heronwood Landscapes	£215.00	£0.00	£215.00
	L Dawson February Salary	£1196.63	£0.00	£1196.63
	ICO Registration 2020/21 – L Dawson	£40.00	£0.00	£40.00
	Zoom – L Dawson	£14.39	£0.00	£14.39

10. Administration.

10.1 Facebook statistics for last 28 days were NOTED – post reach 2,570 increased 2236%, engagement 638 increased 1776%, additional likes 15.

10.2 Policies that were AGREED and adopted;

10.2.1 Model Publication Scheme

10.2.2 Standing Orders

10.2.3 Councillor Code of Conduct – to be signed by all councillors.

10.3 It was RESOLVED that a grant of £500 be sent to Norfolk Citizens Advice PROPOSED Cllr Monbiot seconded Cllr Watkins

10.4 It was RESOLVED that the full council meeting be moved to 6:30pm PROPOSED Cllr Campbell-Gray seconded Cllr Monbiot

11. Training

11.1 It was AGREED Cllr Watkins to attend 'Engaging Your Community' NALC Training at a cost of £30.00.

11.2 It was AGREED Cllr Woodhouse to attend 'Chairmanship' NALC Training at a cost of £65.00.

11.3 The Clerks CiLCA Training and costs of £330 (half of total CiLCA training costs) were APPROVED.

12. Highways.

12.1 Council RECEIVED a report on the recent flooding.

- 12.2 It was AGREED that Cllrs Campbell-Gray and Scoles would investigate options and collate quotes to sequentially number the street lights.

13. Allotments.

- 13.1 The allotment committee minutes from meeting 28th January 2021 were RECEIVED.
- 13.2 The application for the planting of two fruit trees on plot 8a Westgate was APPROVED.
- 13.3 The application for the erection of a shed on plot 80a Creake Road was APPROVED.
- 13.4 The possibility of a Community Garden within Westgate allotments was NOTED. Cllr Watkins to investigate further and report back to council.

14. Correspondence was NOTED.

Email	Member of Public	Stubbings Field Development. Regarding North Street / Foundry Place Road Size and construction traffic. Fleur Developments have been informed.
Email	Member of Public	Comment regarding planning application 19/01731/F.
Email	Member of Public	Comment regarding planning application 20/02067/F.
Emails	Various	Regarding the current flooding and future preventative action.
Email	Cllr R Monbiot	Report regarding hedging on Whiteway Road & Creake Road.

15. Furnished holiday lets and council tax.

- 15.1 'Sharing the Load in our Community' report was RECEIVED.
- 15.1 It was RESOLVED that Cllrs Campbell-Gray and Watkins were given delegated authority as representatives from the council to attend any future public forums in relation to second homes and council tax. PROPOSED Cllr Woodhouse seconded Cllr Scoles.
- 15.2 It was AGREED the clerk shall write in support of James Wild MP to communicate to the Government to consider Furnished Holiday Lets council tax deductions in their rate review.
- 15.3 It was AGREED the clerk shall write to Cllrs Jamieson and Sandell regarding the councils concerns.

16. Memorials

- 16.1 Cllr Campbell-Gray will investigate opportunities for individuals to have a memorial within Burnham Market and report back to council.

17. Matters for the next agenda.

- 17.1 Review of Financial Regulations.
- 17.2 Update Risk Assessments including playground
- 17.3 Update and publish resilience plan / Emergency Plan
- 17.4 The 1st item on the next agenda will be the election of a chair.
- 17.5 Discuss plans for the Platinum Jubilee 2022
- 17.6 The extension of remote meetings, legislation updates.

18. Forthcoming Meetings.

Next Full Council meeting to be held Monday 15th March 2021 at 6:30pm via ZOOM.

Finance Committee Meeting to be held 24th February at 6:30pm via ZOOM.

The meeting closed at 8:56pm by Cllr Woodhouse.

Signed:

Dated: