



BURNHAM MARKET PARISH COUNCIL

MINUTES OF BURNHAM MARKET PARISH COUNCIL MEETING

held on Monday, 22nd of May 2023 at 6:30pm at Burnham Market & Norton
Village Hall, Beacon Hill Road, Burnham Market, PE31 8EN.

Present: Cllrs. Dennis Clark (DC1), Peter Borlace (PB), Keith Morris (KM) and David Cressy (DC)

Parish Clerk

Members of the public: 5

The following elections were held:

- a. Election of Chairman – Cllr Borlace proposed Cllr Clark and Cllr Morris seconded. All were in favour.
- b. Election of Vice Chairman – Cllr Clark proposed Cllr Borlace and Cllr Morris seconded. All were in favour.
- c. Co-options were received from Jeremy Neville-Eliot and Angus Piper. Cllr Borlace proposed, with Cllr Clark seconding and all in favour.
- d. To witness the signing of the Declaration of Office by the clerk.
- e. The register of interest and election spending forms were completed by all councillors.

1. Welcome from the Chairman.

2. Apologies and consideration of acceptance for absence:

Cllr Jamieson – other commitments

3. Member's declarations of interest and requests for dispensations:

None

4. Election of Parish Councillors for:

- a. Planning Committee – DC1 proposed PB as Chair with DC seconding. All in favour
PB proposed DC, with KM seconding and all in favour.
KM proposed DC1, with DC seconding and all in favour.
- b. Finance Committee – DC1 proposed KM with PB seconding and all in favour.
KM proposed DC1 with PB seconding and all in favour.
DC1 proposed PB with KM seconding and all in favour.
- c. Jack's Windfarm Committee – PB proposed DC1, with KM seconding and all in favour.
- d. Playing Field and Playground – DC1 proposed KM with DC seconding and all in favour.
KM proposed PB with DC1 seconding and all in favour.
- e. Allotment – DC1 proposed KM with PB seconding and all in favour. KM proposed PB with DC1 seconding and all in favour.

5. The minutes of the Annual Council Meeting held on the 25th of April 2022, and the Parish Council Meeting minutes from the April 23 meeting, were agreed as a true and correct record. Proposed DM, seconded PB and all in favour who were present at these meetings.

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Signed

Date

Parish Clerk - Tel: 07437529179

Website: <https://www.burnhammarketpc.info>

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6. To receive any questions/comments from members of the public concerning items on the agenda. 15 minutes in total for this item, maximum 3 minutes per speaker.
Suggestion that the Coronation Tree be planted in Sutton Lea. Thought to be a good idea.
7. County and Borough Councillors reports as per Annual Parish Meeting.
8. Matters arising from previous meetings:
 - 8.1 Craft Fair – electric sockets approved by the PC for wi-fi.
 - 8.2 Pavilion – as per Annual Parish Meeting – waiting for the ground to dry out to enable the shipping container to be sited.
 - 8.3 The defibrillator training in April was disappointing as only 4 out of the 14 turned up. However, we have our “guardian” ready to go now.
 - 8.4 New rubbish bin for the playing field needs location to be decided.
9. Planning:
 - 9.1 To consider and respond to Planning Applications received from Kings Lynn Borough Council as below plus any additional planning applications circulated by the clerk prior to the meeting:
To consider and respond to Planning Applications received from Kings Lynn Borough Council in line with comment dates, as below plus any additional planning applications received & circulated by the clerk prior to the meeting:
19/02109/NMA_2 Non material amendment to permission ref 19/02109/F for Cheery Trees, Church Walk. It was decided that a return of “no observations” to be reported as agreed by all present.
 - 7.2 Decisions: (for information) – 23/00445/F – alteration and extension 20 Market Place (note should be 22) Permitted.
 - 7.3 Enforcements: (for information) - No new enforcements
 - 7.4 Appeals: (for information) against refusal– **21/02357/F** - 4 St Ethelberts Close Burnham Market - Proposed holiday let following conversion of garage, alterations, and part use of dwelling.
22/00984/F - Appletrees Herrings Lane Burnham Market - VARIATION OF CONDITION 2 OF PLANNING PERMISSION 21/02160/F: Proposed replacement dwelling and garage/store.

NOTE: 23/00525/F The House on the Green, 23/00866/F Sussex Farm and 23/00326/F 4 & 5 Mill Yard need more information on the portal to make any decision.
10. Finance:
 - 10.1 To approve the circulated Bank Reconciliation, statements, payments, and receipt reports for April 23 - proposed by Cllr Morris, seconded Cllr Clark and all in favour.
Bank reconciliation shows a total of £92,703.00 to end of April.
 - 10.2 To consider and approve circulated payments for May(to date) proposed Cllr Morris, seconded Cllr Borlace and all in favour.
 - 10.3 To approve and sign the AGAR report for 22/23:
 - a. Section 1 Annual Governance Statement
 - b. Section 2 Accounting Statement
 - c. Explanation of variance report
 - d. Internal auditor’s report to discuss
 Proposed Cllr Morris, seconded Cllr Borlace and all in favour.
 - 10.4 To approve the adoption of the eligibility for the General Power of Competence.
Proposed Cllr Morris, seconded Cllr Clark and all in favour.

Signed

Date

11. Administration:

Clerks Report:

With the year end, AGAR and elections, May has been extremely busy and I am looking forward to catching up during June.

12. Neighbourhood Development Plan:

Cllr Morris advised that the plan was now with the independent examiner.

13. Highways:

Trod payment of £6,000 to go ahead asap.

14. Amenities:

14.1 Allotments Association to be set up in the autumn.

14.2 Playing field and playground – the playing field parking area is in need of attention.

15. Correspondence:

15.1 Residents emails regarding the felling of the Great Copper Beech tree at Cobham House have been received and following the information from the Borough planning department.

15.2 The AGM of the Burnham Market Access Community Car Scheme will be held on the 12th of June.

15.3 Following requests from members of the public regarding the additional council tax charge of £1220 by the Borough, the clerk and Borough Councillor have been in touch with the clean up team and they sent, today, new maps. These need checking to see if any grass still exists.

16. Matters for next agenda:

- a. Pavilion update
- b. Highways update re trod
- c. Resilience Plan to restart

17. Public participation:

None

Meeting closed at 7.48pm and the chairman thanked all attendees.

Next Parish Council meeting is on the 19th of June 2023 from 6.30pm.

Signed

Date

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PAYMENTS FOR MAY 2023

Cozens Maintenance	£ 60.00	Standing Order
SSE Streetlights	£ 144.47	Direct Debit
Eon	£ 61.09	Direct Debit (IN CREDIT)
Wave (water pavilion)	£ 5.00	Direct Debit
Clerk Expenses April	£ 119.53	
Clerk Salary	£ 814.08	
HMRC	£ 204.00	
Pension	£ 319.07	
Ewing Accounting	£ 159.60	
J Raby (internal auditor)	£ 150.00	
NCC (trod)	£6000.00	
Eurooffice (stationery)	£ 222.80	
Cozens (streetlight replacement)- on Station Road	£2154.00	Insurance
BCKLWN	£ 224.55	non domestic property rates
Your One Stop Cleaning Shop (litter picking equipment)	£ 249.65	
Currys PC World	£ 1200.54	
Apple	£ 158.80	
Intego Mac subscription	£ 52.78	

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