

LOCAL GOVERNMENT ACT 1972
NOTICE OF A MEETING OF
Burnham Market Parish Council

YOU ARE HEREBY SUMMONED TO ATTEND THE FULL COUNCIL MEETING OF BURNHAM MARKET PARISH COUNCIL, WHICH WILL BE HELD IN

The Village Hall, Burnham Market

Wednesday 5th November 2025 | 18:30

MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS CAN ATTEND THE MEETING.

Annalisa Dovey : Clerk / RFO

AGENDA

1.	Welcome
2.	Apologies for Absence To receive and consider approving <i>To resolve</i>
1.	Declarations of Interest and requests for Dispensations To receive. <i>To resolve (if requested)</i> If a member is not given a dispensation, they must withdraw from the meeting while the item is discussed. (Standing Orders Section 13)
2.	Public Participation Time The meeting will be adjourned for a period of 15 minutes to allow Members of the Public to speak on items on the agenda.
3.	Past Minutes To receive and approve past minutes. a) October 2025 BMPC <i>To Agree Chair to Sign</i>
4.	Matters Arising Any updates from councillors / Clerk on matters in past minutes a) Bolton House Update b) Dented Streetlight resolution c) Overgrown foliage resolution highways / street lamp d) FAG grant update e) Beacon Hill SAM2 Post Update f) NCC partnership Bid Update g) Burnham market Carpark – cleared and thanks h) Allotment Divots i) Allotment waterpipe j) Low bridge ammendments
5.	Borough Councillor Report

	To receive Borough Councillor report
6.	County Councillor Report a) To receive County Councillor report b) To consider hosting LGR presentation c) To note LMF
7.	Councillor Reports To receive reports and updates from councillors
8.	Clerk's report a) To receive update from Clerk b) To receive and consider any late items
9.	Flooding Report a) To receive report from Flooding Representative b) To consider feasibility of flooding alleviation measures shortlist and agree response. a. To note FAG response
10.	Delegated Planning Decisions: To consider ratifying Delegated Planning Decisions a) 25/01564/F: HOUSEHOLDER - Proposed Rear Extension (Replacement of Existing Garden Room) & Front Porch at 23 Kestrel Close “ No Observation. <i>To ratify</i>
11.	To note KLWNBC decisions a) 25/01347/F : Householder: Extension & alteration to private dwelling Rose Cottage 4 Woodside Docking Road Burnham Market King's Lynn Norfolk PE31 8DN Application Permitted 8 October 2025 Delegated Decision b) 25/00190/TREECA: There are 2 trees in the back garden of this property that we would like to take out, the 1st is a eucalyptus which is leaning and getting quite big, the second is a small tree that we would like to take out, it is very close to a neighbours wall, and is only going to get bigger and the roots may start to be an issue. We would like to fell both trees and grind the roots out. Ideally we would like to do this in November 2025 Creake Road Cottage Creake Road Burnham Market King's Lynn Norfolk PE31 8EN Application Permitted 8 October 2025 Delegated Decision c) 25/01058/F Proposed Self-Build Replacement Dwelling Following Demolition of Existing Chalet. Lowood Herrings Lane Application Permitted Committee Decision d) 23/00496/NMAM_1 NON-MATERIAL AMENDMENT TO 23/00496/FM: The erection of 12 dwellings with associated landscaping, vehicular access and parking provision - minor fenestration changes to plots 3, 5, 6 & 12 Land Opposite 1 - 4 Beacon Hill Burnham Market Norfolk Application Permitted Delegated Decision e) 25/00213/TREECA Foundry House, 17 North DStreet 1 x Eucalyptus Tree - complete pollarding 3x Walnut trees - remove a number of boughs. 1 x Holly Bush/Tree take the bush down by half. No objection
12.	Planning Applications: To consider council response to planning applications <i>Decision required</i>
13.	Late planning Applications To agree to consider in meeting or by delegated authority. <i>Decision Required</i>
14.	Assets: Playground inspection a) Receive Monthly report b) Consider recommendations c) consider agreeing gate

15.	Assets: To receive assets update and consider any actions a) CCTV – sim card for wifi or just on site. b) Over grown conifers behind pavilion £190 c) Mobile phone – to consider switching EE – Smarty (£22 vs £6) <i>Decision required</i>
16.	Assets: Playing field wall: To consider actions <i>Decision Required</i>
17.	Assets IT consideration a) To agree to cancel mapping software b) To ratify IT services switch provider
18.	Finance: End of October 2025 Financial Report a) Receive balances b) Receive and sign reconciliations <i>Decision required</i> c) To agree September Transactions (exp & income) <i>Decision Required</i> d) To ratify payments made under delegated authority <i>Decision Required</i> e) To approve upcoming expenditure <i>Decision required</i> <i>Chair to sign all as required</i>
19.	Finance: Budget & Precept To receive proposed budget and precept 26_27 a. To agree budget or recommend alterations <i>Decision Required</i> b. To agree precept or recommend change <i>Decision Required</i>
20.	Finance: Bowls club rent To confirm Bowls club rent
21.	CIL Funding: a) To note application dates: March 2026 b) To consider any project suggestions
22.	Clerks Holiday pay a) To approve 24_25 solutions b) To agree proposed strategy for 25_26
23.	NCC PPS funding bid To approve bid
24.	Events a) Craft Fair – Update & Consider donations list b) Hunstanton Round Table Bonfire Night Traffic Cones – to approve request c) LGR presentation - to consider dates and hosting.
25.	Correspondence To Note To note correspondence. If a decision needs to be made it must be proposed ahead of the meeting for decisions, or proposed as an agenda item for at the next meeting, in line with Standing Orders. a. Parishoner – pavement foliage blocking and fallen sign – sent to highways and given link to self -report

	b. Parishoner: Street names signs fallen down: provided North Norfolk District contact details c. Enquiry to rent a 3G football pitch d. Tennis Club – Cil funding enquiry – signposted and gave additional links also.
26.	To receive any questions from members of the Public - 15 minutes in total with 3 minutes per speaker. NOTE any reports for Highways, Planning or police issues should be reported directly via the Highways website, the planning website or the police website (or 101)
27.	Next Meeting Date: To agree & confirm XX January 2026. <i>To resolve</i>
28.	EXCLUSION OF THE PRESS AND PUBLIC -Resolution to close the meeting to the press and public: “That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.