

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 4th March 2026 | 18:30

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

Annalisa Dovey : Clerk / RFO

AGENDA

1.	Confirm Chair & Welcome
2.	Apologies for Absence To receive and consider approving <i>To resolve</i>
3.	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)
4.	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.
Governance	
5.	Past Minutes a. To receive and approve past minutes: January 2026 BMPC <i>To Agree</i> <i>Chair to Sign</i>
6.	To receive non-quorate meeting report: To receive recommendation report from non-quorate section of January 2026 meeting and consider resolving to : b. Stay with unity Bank and accepting fee and protection increases, c. Request a donation from the Craft Fair for SAM3 road safety project and playground repairs d. Approve Clerk's December 2025 annual appraisal e. Reject proposal to install a pedestrian crossing sign at Whiteways <i>To resolve</i>
7.	Matters Arising: Any updates from councillors / Clerk on matters in past minutes f. Install a lock on the Green Gate (Delegated decision) <i>To resolve</i> g. Repair the bench in the playground (delegated decision)

		<i>To resolve</i>
Reports & Updates		
8.	Borough Councillor Report To receive Borough Councillor report	
9.	County Councillor Report a) November Report circulated by email b) December report circulated by email	
10.	Councillor Reports: To receive reports and updates from councillors	
11.	Clerk's report: To receive update from Clerk and consider any requests a. National Trails sign update – no interest from others b. Pensions regulator – registration- Ewings c. Propose: purchase a hard drive (2TB Seagate £77.99 amazon) to back up files in case of computer failure, screen protector and case for Clerk's phone. (£20 amazon) <i>To resolve</i> d. Playing field wall damage e. Trees: to consider an inspection f. Query – would you like to have an online booking form - Pavillion, playing field and greens bookings process <i>To resolve</i> g. Victorian Lamp posts to be repaired (27 th Feb)	
12.	Flooding & Water a) To receive report from Flooding Representative b) To note Anglia Water meeting report circulated by email: Survey / complex investigations c) Wash Barrier / Anglia water meeting update d) To note correspondence and <u>agree response as needed (to resolve as needed)</u> a. Proposal to seek funding for Low bridge b. Request to speak to expert on Low bridge project c. Request Council open an account for FAG d. Request to Clerk to act as administrator for FAG e. Flooding Footbridge Photos e) Anglia Water impact on planning: to consider writing to Borough (DC) <i>To resolve</i> f) To receive Environment Agency notification of works to Upper & Lower Burn.	
Requested Items & Motions		
13.	Agree 2026-2027 dates (agree till annual meeting than agree full years)	
14.	Internal Controls Officer: to reconsider <i>To resolve</i>	
15.	Change of Bank signatories – Cllr V Davies & Cllr F Walker <i>To resolve</i>	
16.	Sallys Bakes & Cakes: request to be on Green <i>To resolve</i>	
Planning		
17.	Delegated Planning Decisions: <i>To ratify</i>	

	a. 25/02162/F: Variation of condition 2 attached to planning permission 23/00496/FM: The erection of 12 dwellings - Land Opposite 1 To 4 Beacon Hill Burnham Market NO OBSERVATION b. 26/00068/LDE: LAWFUL DEVELOPMENT CERTIFICATE: Existing use of the outbuilding as residential accommodation ancillary to the principal dwelling at The Gazebo 57 Market Place. Insufficient Information c. 26/00098/LB: variation of Condition 2 attached to Listed Building Consent Change of use from Art Gallery to residential with small extension at St Andrews Cottage Overy Road Burnham Market King's Lynn Norfolk PE31 8HH – No observation d. 26/00123/F <i>HOUSEHOLDER: Proposed extensions and alterations including the provision of a first floor accumulating a remodel of dwelling at The Bungalow Creak Road Burnham Market KINGS LYNN Norfolk PE31 8EW – No observation</i> <i>To resolve (to ratify)</i>
18.	To note KLWNBC decisions a. 5/01501/NMA_1 Angles Lane Bungalow NON-MATERIAL AMENDMENT to Planning Permission 25/01501/F: Variation of Condition 2 of Planning Permission 24/01935/F: SELF BUILD: Replacement of existing bungalow, mobile home and outbuildings, with new house Application Refused b. SNN4 – 5790 Change of Residential Property Address: From The Gardens, Overy Road, Burnham Market, King's Lynn, PE31 8HH to Overy House, Overy Road, Burnham Market, c. 5/02020/F External and internal alterations and decoration to merge 2 class E units and replacement of first floor UPVC window to timber 60 And 61 Market Place - Permitted d. 5/02089/LB LISTED BUILDING: Attachment of 6 hanging basket brackets to the front elevation The Hoste Arms Permitted
19.	Planning Applications: To consider council response to planning applications a. 26/00157/F <i>HOUSEHOLDER</i>: Erection of a two-storey side extension with Hippeo Subservient roof, a single storey rear extension with a pitched roof, and a new porch to an existing semi-detached dwelling using materials to match existing. at 11 Walkers Close Creak Road Burnham Market King's Lynn Norfolk PE31 8EP b. 26/00233/A Application for advertisement consent for traditional style signage to fascia and glazed shopfront, 2 x non illuminated fascia signs and 1 x other sign at Jack Wills 16 Market Place Burnham Market King's Lynn Norfolk PE31 8HE c. 26/00219/F VARIATION OF CONDITION 1 OF PLANNING PERMISSION 25/01086/F: Variation of condition 2 of planning consent 24/00131/F: Application for change of use from an art gallery and residential dwelling to residential dwelling with extension at Grapevine Gallery St Andrews Cottage Overy Road Burnham Market King's Lynn Norfolk d. 25/00429/F: Variation of conditions 2, 3, 6, 7, 10, 11, 12, 15, 16, 19 and 20 of planning permission 23/01663/F: VARIATION OF CONDITIONS 2, 3, 4, 5 AND

	18 OF PLANNING PERMISSION 20/01866/F: Residential development of 9no. dwellings. at Land At Sutton Estate Burnham Market Norfolk e. 26/00241/LB Listed Building Application: Remove existing signage and install new signage to the facade of the listed building at Jack Wills 16 Market Place Burnham Market King's Lynn Norfolk PE31 8HE <i>Decision required</i>
20.	Late planning Applications To agree to consider in meeting or by delegated authority. <i>Decision Required</i>
21.	National Planning Framework: To note consultation responses deadline 10th March 2026
Assets & Amenities	
22.	Assets: Playground inspection a) Receive Monthly report a. January 2025 b. February 2025 c. Consider recommendations if needed b) Playground repairs: To receive update
23.	Assets Allotments – Payment queries a. To consider action regarding non-payments <i>To resolve</i>
24.	Assets: Defib: To consider approving quote for new case and carry case, <i>Decision required</i>
25.	Assets: To consider approving bus stop clean £25 <i>To resolve</i>
Finance	
26.	Finance: End of January Report from Finance Group – Delegated Decisions a) To receive balances b) To ratify payments made in January 2026s c) To ratify expenditure approval for February 2026 approved under Delegated Authority
27.	Finance: End of January & February 2025 Financial Report a) Receive balances b) Receive and sign reconciliations for January & February 2026 <i>Decision required</i> c) To ratify February 2026 Transactions a. Income b. payments made <i>Decision Required</i> d) To approve upcoming March 2026 expenditure <i>Decision required</i> <i>Chair to sign all as required</i>
28.	CIL Funding a. To consider completing a PIIP <i>To resolve</i> b. To note CIL funding is open (starting 1st March 2026) c. To consider any projects that might be suitable for CIL funding

	<i>To resolve if necessary</i>
29. Pension Draft Valuation:	
a. To receive and consider approving	<i>To resolve</i>
b. To sign acceptance	<i>To resolve</i>
30. Donations: To note donation of £1500 from Craft Fair	
31. Bank Correspondence	
a. To note (and consider approving) interest rate reduction: 2.10/2.12% - 1.95/1.96%	<i>To resolve</i>
32. Events	
a. To confirm Auction dates: 22 nd June – 14 th September 2026	
b. To consider request for Craft Fair location	<i>To resolve</i>
Correspondence: 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.	
33.	a. Parishoner – comment on undemocratic council process for correspondence b. Allotment tenant – NAS / Kings Seed bulk seed order query c. Parishoner: double council tax d. Parishoner: query on Hill House contractor parking e. Parishoner: Request Clerk to liaise with Village Hall f. Parishoner: query on clerk identity and reason for change
34.	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)
35.	Next Meeting Date: To agree & confirm: as agreed earlier! 😊 <i>To resolve</i>
36.	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.