

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 8th July 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: GM <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.
5. Past Minutes <i>a. To receive and approve past minutes: May 2026 BMPC To agree / Chair signs</i>
6. Matters Arising: Any updates from councillors / Clerk on matters in past minutes <i>a. Campaign To protect Rural England: To receive details on CPRE</i>
7. Governance a. AGAR Update b. Electoral service updates on quoracy c. Consider Pension Policy d. Consider Safeguarding Policy
8. Reports & Updates a. Borough Councillor Report i. To receive annual report ii. To receive monthly report b. County Councillor Report c. Councillor reports & updates d. Clerk's report i. NALC AGM: to receive report / notes and consider any actions ii. UKPN: Ivy update e. Flooding Report i. To receive update from Flooding Action Group (DC) ii. To receive update from LLA Burn Study iii. To note FAG correspondence following Anglia Water meeting

- iv. To note creation of MAG sub-group for Burnham Market
- v. Report on investigations (from Chris Wray)
- vi. To consider any actions following updates

Planning

9. Planning

a. Delegated Planning Decisions:

- i. **26/00787/F** | Householder - Extension & Alterations to Dwelling at Palgrave Barn 17 Front Street Burnham Market King's Lynn Norfolk PE31 8EJ | **No observation & considerate construction and parking plan and policy emphasis**
- ii. **26/00796/F** | VARIATION OF CONDITIONS 2 & 3 OF PLANNING PERMISSION
25/00925/F: VARIATION OF CONDITION 2 AND 4 OF PLANNING CONSENT
25/00207/F: Householder: Proposed renovation and extension of existing dwelling. New pool house, garage modification and new car port and storage/plant room. At Mulberry House Herrings Lane | **No observation & considerate construction and parking plan and policy emphasis**
- iii. **26/00713/F** Householder - Single Storey Modern Extension to Traditional House with External Steps, New WC, Utility Room, and Revised Kitchen/Dining Area to include the Conversion of Carport to Living Accommodation, Revised Annexe Layout, Roof Lights and Solar PV Panels at Gazebo House 57 Market Place Burnham Market | **No observation & considerate construction and parking plan and policy emphasis**
- iv. **26/00977/LB** Works to allow for outbuilding to be used for continued residential use in association with dwelling at Westgate House 90 Market Place Burnham Market King's Lynn Norfolk PE31 8H | **No observation & considerate construction and parking plan and policy emphasis**

b. To note KLWNBC decisions

- i. **26/00157/F** Burnham Market: Erection of a two-storey side extension with Hipped 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. 11 Walkers Close **Application Permitted** 15 May 2026 Delegated Decision
- ii. **26/00599/LB**: Listed Building: To paint logo on the fascia board of the shop front which we have recently taken lease ownership of. The text will be in black wood paint on the original white painted wooden fascia | Lime Green , 61 The Market Place| **Application Permitted**

c. Planning Enforcement / Queries

i. Methodist Church / Playground:

- 1. To update: 26/00234/UNAUTU
- 2. To consider legal avenues to enforcement (Motion to move to private session)
- 3. To consider approving a Committee and agreeing membership

ii. Herrings Lane: to update

- d. **Construction Traffic Damage**: Motion to consider seeking advice to address construction traffic and Borough not taking up recommendations and request for parking schemes.

10. Assets & Amenities

a. Playground

- i. Receive Monthly report: June 2026
 - ii. Receive ROSPA 2026 Annual report
 - iii. Consider recommendations and agree actions as needed (summary of monthly report actions)
- b. SAM unit**
 - i. data: to receive
 - ii. Funding & installation update
- c. Asset Inspection**
 - i. To consider April asset inspection recommendations
- d. Cambers Lane Streetlight:**
 - i. To consider quotes and streetlight options (x3) and agree any relevant actions
 - 1. Quote 1 | Quote 2 | Quote 3
 - 2. Map of location
 - ii. To consider approving project using CIL funds (If project is approved)
- e. Streetlights**
 - i. **Emergency call out to street light knocked over.** Police ref number: 209-25085-26-3636-NEA04.
- f. Bus stop:** To consider project using CIL funds – details tbc.
- g. Bandstand:** To note correspondence and consider any relevant actions.
- h. Graveyards:** to receive update and proposal to place on future agenda
- i. Pond restoration:** to consider correspondence and agree any relevant actions
- j. Post Office Green:** To consider maintenance required and agree relevant actions
- k. Walking Route sign:** to consider relevant actions to clean and replace / refresh.

11. Finance

- a. End of May 2026 Financial report**
 - i. To note balances at End of May 2026
 - ii. To note income received in May 2026
 - iii. To note transfers made in May 2026
 - iv. To note payments made in may 2026
 - v. To note payments approved for payment in June by Delegated Authority
 - vi. To receive, agree and sign reconciliations (VOTE)
- b. End of June 2026 Financial Report**
 - a) Receive balances
 - b) Receive & sign reconciliations for June 2026 (VOTE)
 - c) To Note payments made in June, including Delegated Authority & Direct Debits,
 - d) To Note income received June 2026
 - e) To Note transfer received June 2026
 - f) To receive, approve & sign payments list for July 2026 (VOTE)
 - g) To consider delegated authority to the clerk to make payments during August for:
 - a. Clerking services & expenses (Annalisa Dovey) (VOTE)
 - b. Mobile phone & CCTV data (Smarty via A Dovey) (VOTE)
 - c. Cozens streetlighting (VOTE)
 - d. Utilities bills for streetlighting & Pavillion (VOTE)
 - e. Payments for purchases approved by council that fall within budget (VOTE)
 - f. Heronwood invoices for Village Maintenance within contract (VOTE)
 - g. Richard Newstead invoices for SAM units within contract (VOTE)

h. KLWNBC for playground checks as per contract (VOTE) i. Playground repairs (VOTE) c. End of Quarter 1 Financial Report: To receive i. To receive Budget comparison and forecast and agree any actions d. Savings account: To consider savings accounts management policy e. Reserves policy: To consider Reserves Policy
12. Events a. Calendar of events : To propose b. Insurance and risk management: to update
13. 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. a. Verges, paths, Byways & Bolton House – overgrowth: report updates b. Pizza van c. Street Cleaning: update
14. 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)
15. Next Meeting Date: To agree & confirm: <i>To resolve</i>
16. 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. a. CPRE: membership and Direct Debit consideration
17. Meeting Close.