

BURNHAM THORPE PARISH COUNCIL

Minutes of the Burnham Thorpe Parish Council Meeting held on Monday 13th
April 2026 at 6.30 pm at The Nelson Memorial Hall, Burnham Thorpe

Present:

Councillors: Chris Yardley (Vice-Chair), Mima Garland, Colin Hitchcock and Sarah Greenall

Clerk: Sarah Raven

Member of the Public: 2

1. Apologies for Absence:

Cllr W James gave his apologies (Work related). These were accepted. Cllr S Sandell (Borough Councillor) also gave her apologies.

2. Minutes of 23 February 2026:

The minutes of 23 February 2026 have been circulated before the meeting. It was PROPOSED, SECONDED and AGREED to accept these as a true record of the meeting. The minutes were signed by the Vice-Chair, Cllr C Yardley.

3. Declarations of Interest from Councillors:

None

4. Public Participation:

- Local Council Reorganisation – Discussed whether this would have an impact on Parish Councils.

5. Reports:

- a) Borough Councillor Report: None
- b) County Councillor Report: Report had been circulated previously.
- c) Clerks Report: Clerk updated Noticeboard had been installed thanks to Cllr W James. Bench still needed to be moved from Millennium Piece. Clerk to organise a working party to complete this. The dog bin lid on Church Lane was not closing properly allowing bags to be blown out by the wind. Clerk and Cllr Yardley to look at after the meeting.

Item 11 was moved up the agenda. Proposed and Seconded and AGREED.

10. Access Needs for Disabled Users from car park to ramp at Nelson Memorial Hall:

This agenda item was deferred to next agenda in May.

6. Finances:

- a) Financial Statement for February and March 2026: Bank reconciliation had been completed together with year-end documents. Budget Comparison discussed. Approved.
- b) Payments: These payments were AGREED.

Payments	£
Parish Online	32.40
CPRE	60.00
N Power	9.06
Heronwood Grass Cutting	480.00
BCKLWN	819.94

Payments already made	
HMRC	86.21
S Raven wages March	340.10
N Power January	12.33
Norfolk PTS Subscription	118.56

- c) Internal Auditor: It was AGREED to appoint Roger Gillett to undertake the internal audit for this last financial year 2025/26 and 2026/27.
- d) Mandate for Barclays to remove B Linsley and add Cllrs C Hitchcock and C Yardley: This was APPROVED.

7. Resignation of Cllr B Linsley and Notice:

Following the resignation of Cllr B Linsley, the BCKLWN had issues a vacant seat Notice. Waiting on BCKLWN to respond as to whether the Parish Council could co-opt the vacant seat. This would then mean there were 2 vacant seats on the Parish Council. Councillors asked for a “thank you” note to be sent to Barbara for all her hard work on the Parish Council.

8. Village Map

Cllrs M Garland and C Yardley were working on the village map. Still ongoing.

9. Flooding

No updates on flooding. Cllr Garland had received notification there was a meeting on 14th May from 12 – 3 pm. Clerk to send a message to Councillors to see if anyone was available to attend.

10. Old Railway Line:

No updates from Norfolk County Council Legal Services Team. Clerk to chase for an update.

12. Correspondence:

Ramblers Association: An email indicating the Ramblers would like inspections completed of public footpaths/bridleways etc and reported to landowner or Norfolk County Council. It was felt that any issues were being reported in the village so there was no need to appoint a Warden for this. A letter thanking the Ramblers and explaining how things are completed in the parish should be sent to them.

13. Items for Next Agenda: None

14. Public Participation:

None.

Meeting Closed: 7.15 pm

Dates and times of meetings 2026:

18 May, 29 June, 27 July, 14 September, 26 October and 7 December at 6.30 pm in the Nelson Memorial Hall, Burnham Thorpe

..... Chair Dated:

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL AND SIGNED ABOVE BY CHAIR