

# **BURNHAM THORPE PARISH COUNCIL**

Minutes of the Burnham Thorpe Parish Council Meeting held on Monday 1<sup>st</sup> September 2025 at 6.30 pm at The Nelson Memorial Hall, Burnham Thorpe

## **Present:**

Councillors: Chris Yardley (Vice Chair), Sarah Greenall, Mima Garland, Colin Hitchcock  
Clerk: Sarah Raven

Member of the Public: 1

## **1. Apologies for Absence:**

Cllrs W James and B Linsley (Personal). The apologies were accepted.

## **2. Minutes of 28 July 2025:**

The minutes of 28 July 2025 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:**

- Burnham Thorpe WhatsApp Group – could parish council meetings be advertised on Burnham Thorpe WhatsApp to alert people.
- Parish Website for Burnham Thorpe <https://burnham-thorpe.parish.uk/> : This is not the Parish Council website but is a website provided by Community Action with details of the parish. It is not a government website but uses data in the public domain for information for that parish. Every parish in Norfolk has a Parish UK website however most are outdated.
- Pedestrians walking between Back Lane and Mill Lane to footpath –This is very dangerous because of the narrow road. There is no village entry sign along this road.

## **5. Reports:**

- a) Borough Councillor Report: None
- b) County Councillor Report: None.
- c) Clerks Report: Streetlight – Westcotec had been chased to instal the streetlight, Dog bin waiting to be placed near black bin on Lowes Lane but waiting on Borough Council, Public Right of Way opposite Church has been reported to be cut, benches on Millennium Piece need to be removed as soon as possible.

## **6. Finances:**

- a) Financial Statement for July 2025: Bank reconciliation been completed. Budget Comparison discussed. Approved.
- b) Payments: These payments were AGREED.

Payments	£
Norfolk ALC Subscription	95.92
S Raven Wages August	329.44
HMRC	82.40
Npower Electricity for April, May, June	16.49
July Total	
K&M Lighting	81.48

- c) Parish Partnership Grant: Letter circulated for Parish Partnership Grant for highways infrastructure. Deadline 1<sup>st</sup> December. Clerk to write to Highway Engineer regarding the road between Back Lane and footpath on Mill Lane. Clerk to enquire if he can have a site visit with Councillors. Clerk to check whether Village Name Sign could be placed along Mill Lane to alert drivers of entering a village and whether this was possible under Parish Partnership.
- d) Termination of Nurture Contract: The contract had been terminated and awaiting for invoices to come through. Heronwood were now undertaking the cutting of the playing field.
- e) K&M Lighting Contract: This was agreed to undertake the contract for a year at the cost of £67.90 plus VAT.
- f) Local Government Services Pay Agreement : Clerks wages were on SCP 18 at £15.84 per hour. This was now increasing to £16.35 per hour and being back dated to 1<sup>st</sup> April. This was approved.
- g) Seminar October with Norfolk Parish Training: Clerk to attend Seminar at a cost of £22.40. This was approved.

## **7. Old Railway Line**

At present 15 evidence forms have been completed. It was agreed to wait until 1<sup>st</sup> October for any further evidence forms to be submitted. After this date the Clerk can send them off with Notices to Norfolk County Council.

## **8. Village Map**

Cllr M Garland had explained that the contractor who completed the maps for Holkham did not complete the artwork. Cllr Garland to contact Holkham Estate to enquire as to who completed the artwork for them.

## **9. Noticeboard:**

No update on the noticeboard from Cllr James. Clerk to chase.

## **10. Items for Next Agenda:**

Flooding – No updates from Steven Hall LFFA. Clerk to write to see if any updates or attend next meeting to give an update as to where things are. Discussion as to evidence being collected when flooding occurs.

## **11. Public Participation:**

Riverfly – This is an excellent opportunity for public to get involved and details the water quality over the months.

Paramedic: Wells Town Council enquired whether the Parish Council would write to MP to highlight the need for the Paramedic at Wells Hospital to continue even in the winter months.

Meeting Closed: 7.33 pm

**Dates and times of meetings 2025:**

13 October, 24 November.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**