

BURNHAM THORPE PARISH COUNCIL

Minutes of the Burnham Thorpe Parish Council Meeting held on Monday 24th November 2025 at 6.30 pm at The Nelson Memorial Hall, Burnham Thorpe

Present:

Councillors: William James (Chair) Chris Yardley (Vice Chair), Mima Garland, Colin Hitchcock and Barbara Linsley Clerk: Sarah Raven Borough Councillor Cllr S Sandell

Member of the Public: 0

1. Apologies for Absence:

Cllr S Greenhall gave her apologies (Personal). These were accepted.

2. Minutes of 13 October 2025:

The minutes of 13 October 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 Chair, Cllr W James.

3. Declarations of Interest from Councillors:

None

4. Public Participation:

None

5. Reports:

- a) Borough Councillor Report: Cllr S Sandell updated on matters at the Borough Council. They are now setting the budget of which they expect an increase of 3.3% because of staff increases and inflation. There will also be an increase in dog bin waste emptying of 3.8% which may affect the parish council budgets. The precept will be paid in two instalments again next financial year to parish councils. Cllr Sandell explained the new CIL grant process and criteria together with the Parish Infrastructure forms for parish councils to complete. Discussion on this and how it would disadvantage small rural parishes with no development as they wouldn't meet the criteria.
- b) County Councillor Report: Attached report from Cllr Andrew Jamieson.
- c) Clerks Report: Dog bin – street licence had been received however not heard from Cleanup as to when this would be approved or installed. Cllr Sandell would chase the Cleanup Team for a response.

6. Finances:

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

Payments	£
S Raven wages November	340.10

HMRC	86.21
Npower October	11.75
Heronwood Landscapes	480.00
Information Commission Office	47.00
Payments already paid	
S Raven Wages September	393.20
HMRC	109.26
S Raven Wages October	340.10
HMRC	86.21
Npower	7.75

- c) Budget draft 2026/2027: This was discussed and additional item added. It was PROPOSED, SECONDED and AGREED to set the precept at £9880.00.

7. Planning:

- a) 25/01705/LDE Lawful Development Certificate: used for shelter and seating for established kitchen and bar at Whitehall Far Walsingham Road Burnham Thorpe King's Lynn Norfolk PE31 8HN – No objection.
- b) Proposed addition of single story bedroom suite and bathroom annexe at Grints Cottage Walsingham Road Burnham Torpe Kings Lynn Norfolk PE31 8HN Ref: 25/01784/F – Councillors would respond to Clerk with response as deadline not until 8 December.

8. Old Railway Line:

Evidence forms and Notices had been prepared. Clerk to hand deliver to Norfolk County Council. Once completed then send a notice to Holkham. This was approved.

9. Village Map

Cllrs M Garland and C Yardley were working on the village map. They would arrange a meeting to discuss the drawing of the map with the person who designed Holkham maps.

10. Flooding

No further updates. Most issues were recorded in the Burnhams Newsletter. There is now a monitor on the bridge near Manor Farm.

11. Parish Infrastructure Investment Plan and CIL:

This was discussed previously when Cllr Sandell reported. It was agreed for the Clerk to write to Cllr Sandell to relay back to Borough Council.

12. Highways

Rectory Lane/Green Lane Hedges: School buses unable to use this lane because of overgrown hedges. Highways were dealing with this and had sent letters out after bus companies had completed. Still not been cut. Clerk to chase Highways.

13. Noticeboard:

Cllr James would order a new Noticeboard in due course and install with the help of Cllr C Yardley.

14. Dates for 2026:

Dates for 2026 were approved: 12 January, 23 February, 13 April, 18 May, 29 June, 27 July, 14 September, 26 October and 7 December.

15. Items for Next Agenda:

Parking around the Goodricks

16. Public Participation:

None.

Meeting Closed: 7.30 pm

Dates and times of meetings 2025:

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**