

BURNHAM THORPE PARISH COUNCIL

Minutes of the Burnham Thorpe Parish Council Meeting held on Monday 23rd February 2026 at 6.30 pm at The Nelson Memorial Hall, Burnham Thorpe

Present:

Councillors: William James (Chair), Mima Garland, and Barbara Linsley Clerk: Sarah Raven
Councillor Sam Sandell (Borough Councillor)

Member of the Public: 0

1. Apologies for Absence:

Cllrs C Yardley and S Greenall gave their apologies (Personal). These were accepted.

2. Minutes of 23 January 2026:

The minutes of 23 January 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 Chair, Cllr W James.

3. Declarations of Interest from Councillors:

None

4. Public Participation:

None.

5. Reports:

- a) Borough Councillor Report: Cllr S Sandell explained that the Borough Council were asking for a call for sites as targets were set for new housing in West Norfolk. The Local Plan was being updated. Anglian Water has stated it will object to new developments served by the Heacham Waterworks because the infrastructure cannot cope with additional waste. Necessary upgrades are not expected until 2035. For developments served by the Burnham Market Waterworks Anglian Water is requesting pre-occupation conditions. This presents residents from moving into new homes until upgrade work is completed in 2030.
- b) County Councillor Report: Report had been circulated.
- c) Clerks Report: Dog Bin Lowes Lane: The Borough Council installed the dog bin, but not exactly where instructed; instead, they placed it in the most suitable spot that met both the Borough Council's and Highway regulations for bin placement. It was decided to keep the bin where it is, as moving it would incur additional charges. Goodrick Pot Holes, the clerk will follow up since the Borough Council has not provided any updates.

6. Finances:

a) Financial Statement for January 2026: Bank reconciliation had been completed. Budget Comparison discussed. Approved. It was noted that Cllr M Garland still had not received correct information from Barclays to complete online banking.

b) Payments: These payments were AGREED.

Payments	£
Nelson Memorial Hall	190.00

Cloud Next (Hosting Domain)	59.98
Cloud Next (Gov. Domain)	60.00
N Power February	17.34
HMRC	86.21
S Raven February wages	340.10
Payments already made	
HMRC	86.41
S Raven wages January	339.90
N Power January	18.82

- c) Training for Clerk Assertion 10 and Seminar with Norfolk Parish Training: It was AGREED for the Clerk to complete both courses at a cost of £21.60 and £14.40 respectively.

7. Village Map

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

8. Flooding

No updates on flooding. Clerk to ask Norfolk County Council for further update.

9. CIL Grant and PIIP training:

The Clerk completed training regarding CIL grant applications and the Parish Infrastructure Investment Plan (PIIP). While parish councils are not required to submit a PIIP form, doing so could contribute positively to the development of the Local Plan. At this time, it was agreed that the council would not proceed with the PIIP form. CIL grant applications exceeding £10,000 will be accepted beginning 1 March 2026. The possibility of the Village Hall applying for funding to support building upgrades was also discussed.

10. Old Railway Line:

Notices had been sent to Norfolk County Council Legal Services for their attention. Notice had been sent to Holkham. Route Map for the intended public right of way had been approved by Norfolk County Council. They would not liaise with Holkham, tenants and property owners along the route to inform them of the application.

11. Centreport and Water Quality from Hunstanton Town Council:

Clerk had attended at Hunstanton Town Council. There were no further updates on Centreport Wash Barrier. Water Quality was discussed already in Borough Councillor report.

12. Items for Next Agenda:

- Access improvements for wheelchairs to access ramp to enter village hall across grass car park.

13. Newsletter for March:

Draft Newsletter was approved. Chair would provide a paragraph to insert into the Newsletter to go out at the end of February.

14. Public Participation:

- There had been joyriding on grass near Church which had left the grass in a poor state. Clerk to check area and liaise with property owner about reporting to Police for anti-social behaviour.

Meeting Closed: 7.05 pm

Dates and times of meetings 2026:

13 April, 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**