

BURNHAM THORPE PARISH COUNCIL

You are hereby summoned to attend the Annual Parish Council Meeting of Burnham Thorpe Parish Council on **Thursday 28 May 2026 at 6.30 pm** to be held at the Nelson Memorial Hall, Burnham Thorpe

Sarah Raven

Dated 19 May 2026

Clerk Sarah Raven

5 Wells Road, Burnham Overy Town,

PE31 8HU Tel: 07788516733

Email: clerk@burnhamthorpe-pc.gov.uk

Website: <https://burnhamthorpe-pc.gov.uk>

Members of the Public are welcome to join the meeting.

AGENDA

Welcome by Chair.

1. To elect the Chair. The newly elected Chair to sign the Chair's Declaration of Acceptance of Office.
2. To elect the Vice-Chair.
3. To consider accepting apologies for absence.
4. To approve the minutes of the last council meeting held on the 13 April 2026
5. To consider an application for Co-Option.
6. To record declarations of interest from Councillors in any item to be discussed.
7. To adjourn the meeting to invite public participation – including questions and statements relating to items on this agenda.
8. To consider the Clerk Report
9. To reconfirm eligibility and to consider re-adopting the General Power of Competence.
10. Finances
 - a) To agree the financial statement for April 2026.
 - b) To approve payments: (see below)
 - c) To consider the Internal Auditor Report
 - d) To approve the Annual Governance Statement (Section 1) of the Annual Governance and Accountability Return (AGAR)
 - e) To approve the Accounting Statements (Section 2) of the AGAR
 - f) To approve the Certificate of Exemption
 - g) To approve the date set for the Commencement date to set for the exercise of the public rights
 - h) To approve the Explanation of Variances and year end statement.
 - i) To agree the Asset list

- j) To agree the direct debits list for the year.
 - k) To approve the insurance quote
 - l) To agree the CIL report
 - m) To approve payments for Donations given to Church (Grass cutting) £200 and Burnham Market Area Community Car Scheme £100.
 - n) To approve the Clerks Salary increasing from SCP19 £16.35 to SCP20 £16.90 as from 1st April 2026.
11. To discuss access needs for disabled users from the car park to the ramp at Nelson Memorial Hall.
 12. To discuss a new location for the bench left on Millennium Piece.
 13. To receive an update on Old Railway Line.
 14. To discuss the Village Map.
 15. To update on the Flooding Meeting.
 16. To appoint two Councillors to undertake the Clerks Appraisal.
 17. To receive items from councillors for the next agenda
 18. To adjourn the meeting to invite public participation – including questions and statements relating to items on this agenda or for items to be placed on agenda for next meeting.

Payments	Payment £
James Johnson Accountant	168.00
Roger Gillett	20.00
CPRE	60.00
Clear Council Insurance	755.21
Norfolk ALC subscription	95.92
Heronwood Landscapes Grass cutting	160.00
Npower	6.85
LATE PAYMENTS APPROVED	
S Raven Wages (April)	425.10
HMRC Tax (April)	1.21