

MINUTES OF THE BURNHAM MARKET ANNUAL PARISH MEETING

held on Monday 19th April 2021 at 6:00pm

Under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 via ZOOM

Chairman: Cllr Paul Woodhouse

Clerk: Lolly Dawson

Members of the public: 8 & Borough Councillor Sam Sandell

1. The Chairman welcomed all present at the meeting and there were no apologies for absence.
2. The minutes from Annual Parish Council Meeting held on 21 May 2019 were APPROVED as a correct record and will be signed by the Chairman in due course.
3. Paul Woodhouse, Chairman's report
This year's meeting will be under a very different format than usual due to the ongoing restrictions of the pandemic.
We said goodbye to Maxine Hayes our Clerk after several years, her position was taken on by a locum, Sarah Hunt until we found a permanent replacement. I would like to this opportunity to thank both Maxine and Sarah for the time and dedication to the parish council during their time with us. This brings me to welcome Lolly Dawson as our new clerk and we very much look forward to working with her. Lolly's contact details are available through the website, Facebook and the parish magazine.

The body of councillors has also seen many faces come and go over the past 12 months, again I would like to thank those no longer serving on the council for their time and dedication and welcome on-board new faces with ideas for future projects. A full list of councillors is on the website.

Despite all the challenges we have been working together, socially distanced and mostly on zoom, to keep up to date with the running of the village. I would like, on behalf of the parish council to thank everyone in the community who has been selfless and dedicated to helping the more at need and vulnerable members of community during what has been the most unprecedented year. The volunteering to help with shopping, cooking of meals, making sure prescriptions have been be dispensed and countless other tasks to keep, as much as possible the welfare of our residents looked after. The Community support group among others have been a vital life line, so much praise and many thanks to all involved.

The village bin scheme has been such a success that the administration has had to be given up by the council and passed to a community company to keep it going, thank you to all involved with making this project happen.

Lolly Dawson, Parish Clerk, 58 Hercules Road, Norwich, NR6 5HH. Tel: 07437 529179

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The allotment committee have introduced new paperwork for the smooth running of the administration of the leases and land uses, many previously unused plots have been cleaned up and put back into use and we still have some plots available should anyone be interested. Again, information for this can be found via the website and the Clerk.

During the pandemic, regulations have changed rapidly and we have had to respond according especially with regards to the playground which has spent time closed completely. The annual safety inspection has been carried out to make sure all is well and good, as a result of this we had to replace the slide in June, this was the original one which was not replaced in the major redevelopment project. We will continue to maintain and keep the outside spaces safe for people to use.

Our ongoing street light project has seen further exchanges from old lanterns to new efficient LED ones and these upgrades and investments have resulted in the electricity running cost now being nearly a quarter of what it was a year ago! This is really progress and we will continue with rollout program as we move through the year. We now have regular monthly inspections for the streetlights carried out by councillors with all information recorded within the updated administration journal.

During the past year we have also investigated other projects such as the possibility of having entrance gates put up on the entrance road into the village on Creake road but this was deemed unfeasible due to the narrow size of the road side verges.

The neighbourhood development plan is again in motion after being postponed due to Covid - 19. The first action for this is create a community steering group to manage the process. Should anyone in the parish wish to join this group please do contact us through the clerk.

During the end of 2020 and into the early months of 2021 we have experienced the most rainfall in a century. This has led to complications with our waterways and overwhelmed our infrastructure. We have worked alongside Highways, the Borough Council and surrounding parishes to deal with the flooding.

4. Lolly Dawson, Clerk's Financial report

| INCOME | 20/21 | 19/20 | EXPENDITURE | 20/21 | 19/20 |
|--------------------------|-------------|-------------|---------------------------------------------------------|-------------|-------------|
| General Admin | £ 213.35 | £ 6,916.15 | Bin Service | £ 7,914.61 | £ 7,129.84 |
| Precept | £ 33,616.00 | £ 32,325.00 | Bin Service Refunds | £ 1,283.31 | |
| Grants/Donations | £ 1,950.25 | £ 4,374.90 | Internal & External Audits | £ 425.00 | £ 375.00 |
| Allotment Rents | £ 1,660.00 | £ 1,430.00 | Admin Insurance | £ 1,059.42 | £ 1,030.02 |
| Allotment Deposits | £ 75.00 | | Admin Election costs | | £ 51.97 |
| Playing Field | £ 1,885.75 | £ - | Admin Room Hire | £ 52.50 | £ 173.50 |
| Bank Interest | £ 4.81 | £ 23.80 | Admin Rents | £ 200.00 | £ 255.00 |
| VAT Refund | £ 4,556.95 | £ 4,984.83 | Admin Website | £ 238.50 | £ 317.00 |
| Refunds | | £ 124.80 | Admin Sect 137 Poppy Wreath | £ 50.00 | £ 50.00 |
| Bin Service | £ 1,608.00 | £ 10,425.00 | Admin Office running costs | £ 104.82 | £ 920.23 |
| CIL | £ 337.50 | | Admin Sect 137 | | £ 1,100.00 |
| Street Light electricity | £ 370.27 | | Admin Legal | | |
| Total Receipts | £ 46,302.88 | £ 60,516.52 | Admin Memberships and subs | £ 622.78 | £ 286.28 |
| | | | Admin Donations | £ 500.00 | £ 1,100.00 |
| | | | Travel Costs/Acco | £ 123.42 | £ 1,470.00 |
| | | | Clerks Salary | £ 16,262.83 | £ 8,291.76 |
| | | | Clerks Expense Postages stationery printing and copying | £ 762.29 | £ 374.96 |
| | | | COVID spend | £ 850.00 | |
| | | | Projects | | £ 1,541.00 |
| | | | Bins Litter | £ 534.70 | £ 525.75 |
| | | | Bins Dog | | £ 615.68 |
| | | | Village Greens grass | £ 2,048.28 | £ 988.98 |
| | | | Allotments rents | £ 1,327.50 | £ 1,200.00 |
| | | | Allotment other costs | £ 933.11 | £ 799.10 |
| | | | Playing Field Grass | £ 970.00 | £ 1,834.32 |
| | | | Playing Field Hedge | £ 408.00 | £ 210.00 |
| | | | Playing Field Pavillion | £ 93.48 | £ 636.56 |
| | | | Playing Field Play Area | £ 2,492.85 | £ 3,188.75 |
| | | | Playing Field General other costs | £ 150.00 | £ 191.96 |
| | | | Street Lights Power | £ 3,357.80 | £ 4,215.76 |
| | | | Street Lights Maint | £ 1,570.00 | £ 705.00 |
| | | | Street Lights Phase 2 | £ 9,780.00 | £ 3,190.00 |
| | | | Training Costs | £ 237.00 | £ 66.40 |
| | | | Defrib | £ 57.20 | £ 297.90 |
| | | | Open Spaces Trees | | £ 840.00 |
| | | | Village Maint | £ 59.17 | £ 1,639.00 |
| | | | Village Maint Hedge cutting | £ 25.00 | £ 90.00 |
| | | | General other costs | £ 468.00 | £ 3,470.00 |
| | | | TOTALS | £ 54,961.57 | £ 49,171.72 |

A thank you to the Councillors and community for being so welcoming, pro-active and engaged with the Parish Council.

The Council is in a good financial situation and funds have been managed well, last year remained largely within budget. Due to the Covid pandemic the precept has been increased very minimally for the next financial year.

During 2020/21 there was a change in Clerk, the administration of the Bin Scheme was given up and the Street lights have been updated to LED reducing the electricity bill, more Councillor training, all of which has made a significant impact on the income and expenditure in comparison the last year.

5. County Councillor Andrew Jaimeson's report – not in attendance.

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6. Borough Councillor Sam Sandell's report

In 2020 the Borough Council of Kings Lynn and West Norfolk have had the strangest year in its existence, the reason of course the Coronavirus Pandemic and the effects its had on West Norfolk.

Staff from the Council were seconded to various different organisations in the Borough for example Ask Lily the vaccination centre and Admin support for the hospital to name a few.

The Borough Council reacted very quickly to deal with the coronavirus legislation rolled out by the Government and administered millions of pounds worth of support grants to small business and charities throughout the Borough. As I write this a half a million pound grant scheme opened on the 30TH April to help local independent business to support the safe re opening of premises that might otherwise struggle to comply with government guidance. This has been developed by the Council using the governments additional restrictions funding. The grants will provide up to 75% of eligible costs towards work to the premises such as temporary weather shielding structures, umbrellas and or barriers and equipment. Applications should be made by visiting www.west-norfolk.gov.uk/refreshandreopengrant.

I haven't been to a Council meeting in person since the beginning of march 2020. Meetings have continued which are the most important, like full council, planning and I have chaired 3 licensing panels via zoom from my back bedroom. Some smaller task groups were suspended due to staff shortages and deployment. It is a testament to everybody that they have all adapted to using new technology so well all are now experts in zoom or teams for all our meetings.

On a final not, I would just like to say how extremely proud of our Burnham Surgery for the great effort our Dr's, Nurses, receptionists and volunteers from the local area have put into rolling out the vaccination programme to the residents of the area.

Speaking to many residents whilst I've been helping out at the vaccination centre people are getting a feeling of normality returning.

Many residents and Parish Councillors have been a lifeline to the most vulnerable of our community. It's been a great effort and long may it continue.

7. Burnham Market Community Car Scheme

1. During the year 2019/2020 we attended 3,170 medically related appointments visiting Hospitals, Surgeries, Opticians, Dentists Podiatrists etc. Also, Nursing Homes including weekends, Christmas Day and Hospital visiting. Collecting pensions and organising delivery of prescriptions etc. We receive more requests to attend hospital appointments on Saturdays.

2. **2020/2021** has been a very strange year – appointments made drivers organised – cancellations made often the day before the appointment.

CORONAVIRUS - 17th March 2020 the Doctors at Burnham Market Surgery decided to suspend BMACCS with immediate effect. The surgery couldn't have a situation where a kind gesture leads to the spread of the virus and then comes back to knock at the car scheme door.

With a Risk Assessment in place, we started again in August – gradually the numbers are increasing.

We hope to return to normal as the pandemic is under control. During suspension we did continue to take passengers receiving regular treatment for cancer.

Our funding for the last financial year is £5,965.00 our expenses totalled £8,607.00.

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With best wishes - take care – keep well. **Daphne Potter Co-ordinator.**

8. Tennis Club

Not surprisingly, this is a fairly brief report.

Throughout the Covid-19 pandemic Club activity has been limited: no play at all during lock-downs; and restricted play during the other relaxation periods. We have followed the instructions and/or advice from Government and LTA, despite both displaying some ambiguity. In addition, we have been assiduous in dealing with all safety precautions. In this regard, I am delighted to be able to say that all members have accepted the conditions and have behaved both responsibly and thoughtfully. Currently, we are in the process of re-establishing our coaching for both adults and children, and also Club sessions, whilst still adhering rigidly to safe practice. The coaching, particularly for the youngsters, is crucial in our efforts to attract new members, especially families.

As a result of our members having suffered from a considerable lack of tennis over the past 12 months, we have not increased subscriptions and, indeed, have offered considerable discount as compensation to existing members. This has been well received.

During the past year, with the exception of the external WC, we have been unable to use our marvellous “new” pavilion. However, in due course the Grand Opening will take place, possibly coinciding with one of our Club tournaments which we hope will take place in the Summer. As I write this, I understand the disabled ramp is being fitted to allow easier access to the pavilion and courts. At least the pavilion has not suffered too much wear and tear!

I should mention that the parking arrangements, sorted out with the PC some time ago, seem to be working well.

Finally, despite everything that has happened, you can be assured that your local Tennis Club is still thriving and as ever, welcoming to new members.

We have much to offer.

Stephen F.H. Rimmer, Club Chairman

9. Coronation Bowls Club

Presented by the Clerk. The Coronation Bowls Club has remained closed for the majority of the last year due to the Covid-19 pandemic. They won the last championship league, and are hoping to begin to play again come May 17th as long as government legislation allows.

10. Burnham Market & Norton Village Hall Chairman's Report.

The village hall has sadly been closed since the end of March 2020 due to the coronavirus pandemic.

At our last AGM in August 2020 our chairman and treasurer Clifford and John both retired from the committee. We now have a new chair in Jayne Marshall and a new treasurer in Roy Stimpson.

We are fortunate to have a good bank balance at the moment which includes a £10,000 Covid Business Grant. This year we are aiming to replace some of the curtains and possibly update the kitchen.

We have changed our cleaning contractor and are now getting the hall ready for re-opening in May. Our first booking will be on 6th May for local elections. It is our priority to get the hall safe and ready for this year's bookings.

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11. Craft Fair

The Craft Fair could not go ahead in 2020 and has also been cancelled in 2021 due to Covid-19. The date is set for 21st August 2022, it is run completely by volunteers and all funds raised go to the local community, schools and clubs. The last Craft Fair raised £9250.00 and over 4000 visitors attended. The volunteers will begin to plan the next Craft Fair from September 2021, this includes providing risk assessments and a management plan, both the organisers and each stall re required to hold insurance.

12. Phoenix Ladies

We have not abandoned the club but will not have a team meeting until after 21st June 2021, when the road map will be a little clearer.

A lot depends on the criteria in the Village Hall and how many members wish to return. We certainly wouldn't have any speakers until September as this is such an uncertain time. Diana Walker.

13. The Burnhams Flower Show & Carnival

Along with many other events, the 2020 Flower Show & Carnival was cancelled. The committee has recently made the decision to cancel this year as well-reluctantly, but not unsurprisingly. We are sorry about this as we know how much the event is enjoyed by locals and visitors alike; we hope to be able to return with a bumper show in 2022.

Although The Flower Show is not able to go ahead, Gray's funfair will be up and running by July. Speaking to Jonathan Gray, he is keen to still come to Burnham if possible. The Flower Show and the fair have been held together for nearly 100 years and one benefits the other. We would be happy if the fair was allowed to attend, even if we are not putting on the Show.

Di Black, Show Secretary.

14. Burnham Market Primary School

Within the school 'team' stands for 'Together Everyone Achieves More' the covid-19 pandemic has certainly been a prime example of the teachers, parents and community working together with a team effort to make it through. The classes were originally in the first lockdown put into class bubbles with tight restrictions with only key workers students allowed to attend. In the Autumn all children were able to return, however another lockdown then meant that remote and online learning as well as video calls were all being used to keep the students engaged. It has been really difficult time for students, parents, teachers and the community but community spirit has been brilliant. Food parcels were sent home, financial donations from the community meant laptops could be provided to those in need. There is also a current Go Help project for an outdoor area and the school is fundraising for a nature building.

Mrs Stroulger, Head Teacher.

15. To discuss any other business – this is your meeting please feel free to participate.

A member of the public expressed a concern regarding the street lighting at Sutton Estate. Cllr Sam Sandell agreed to follow up this concern immediately.

The meeting was closed at 18:30 by the Chairman.