

BIRCHAM PARISH COUNCIL

Minutes of the meeting of Bircham Parish Council on Wednesday 23rd July 2025.

Present: Cllrs H Rayner (Chairman), Cllr Daniels, Cllr Clark, Cllr Hutchinson, Cllr Palmer, Cllr French, Cllr Kemsley

Also present, Michelle Wroth (Clerk), and 14 members of the Public.

1. Declarations of Interest (25/073)

- a) There were the following Declarations of Interest
 - Cllr Rayner; proximity to the Playing Field and a Member of Bircham Cricket Club
 - Cllr Daniels; proximity to the Playing Field
 - Cllr Clark; proximity to the Playing Field

2. Apologies for Absence

- a) Apologies were received and accepted for Cllr Morley and Cllr Spake

3. Chairman's welcome and announcements

4. Minutes

- a) The minutes of meeting held on 18th June 2025, having been previously circulated, were accepted as a true record and duly signed.

Matters arising from the above minutes, or previous meetings (information only)

5. Public Participation

- a) Items raised included:
 - Item 11.b
 - Sandringham Estate made it clear that they are not part of this proposal and it is a local level matter
 - Members of the public raised concerns of moving the equipment these included:
 - it is placed close to the children's equipment so can be used at the same time by families
 - its not the equipment causing the Anti-Social Behaviour (ASB) its individuals
 - if complaint has not been concluded by Borough Council why move at this time
 - if moved, then a homeowner complains about the slide causing ABS further money will have to be spent to move additional items
 - the feeling that the equipment had been glossed over and all focus on the swing
 - it was felt it wouldn't be used if placed over the other side of the recreation ground
 - the reason for the move has changed over time from an ASB complaint to now danger that it is not being used correctly

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- majority of playparks have them and close to the children's equipment
- the money spent on moving could be spent on new equipment which would benefit others
- Item 7.b – concerns raised about whether the application would cause Back Lane to flood

Cllr Rayner proposed that agenda items 13.d, 11.b and 11.c be moved forward due to the public attending and discussing the items – all in favour

Cllr Chenery arrived 7.57pm

6. Reports

- Bircham in Bloom – No report this month
- County Councillor – Cllr Chenery provided 4 weekly updates which had been shared with Cllrs prior to the meeting; Cllr Chenery offered the Council £500 from his Cllr fund – Clerk to follow up
- Borough Councillor – Cllr Morley had provided a report which had been shared with Cllrs prior to the meeting

7. Planning

- Consider Planning Application(s): None at time of publishing the agenda
- Other Planning matters, including recent decisions, and consideration of applications arriving after publication of the agenda

Application	Address	Description	Decision
25/01173/O	Land At E577477 N332740 Stanhoe Road Bircham Tofts Norfolk	Outline planning application for five custom & self build dwellings with all matters reserved except for vehicular access	Object

8. Finance

- Financial Report – Noted
- Consider Payments to be made – approved; decision carried

Name	Description	Gross	Budget
<u>Direct Debits:</u>			
ECS	Computer – June 2025	24.60	EXP
ECS	Computer – July 2025	27.00	EXP
Tomato	Street Lighting (01.05.25-31.05.25)	145.49	SLP
Tomato	Street Lighting (01.05.25-31.05.25)	5.04	SLP
Tomato	Street Lighting (01.06.25 – 30.06.25)	92.40	SLP
Unity Trust	Service Charge	6.00	EXP
ECS	New Laptop	582.00	EXP
<u>BACS:</u>			
Salaries	Salaries – July	526.48	CKS/EXP
D Pattinson	BiB – purchases	107.19	BiB
BCKL&WN	Dog Bin Charge 24/25	733.20	DOG

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DM Payroll Services	Charge for Payroll 25/26	120.00	HMR
N Smith	Internal Audit Fee 24/25	110.00	AUX
HMRC	PAYE (M1 – M4)	50.08	CKS
H Rayner	Goal Net Pegs	55.68	PLM
Salaries	Salaries – Aug	526.48	CKS/EXP

- c) Bank Reconciliation on 30 June 2025 - £6,283.12 General Funds available
- d) To note - Grant received into bank account for £6884.00 from Jack's Lane Wind Farm Community Fund

9. Highways

- a) Reports or updates on Highway related issues – The Flashing 30mph sign on Stanhoe Road is obstructed by the overgrown hedge. Sandringham to follow up

10. Delegated decisions

- a) To note any decisions made through scheme of delegation – N/A

11. Other items for consideration

- a) Discuss and decide on next steps for the Co-option Policy – Clerk to ask for advice from NALC; item carried to September
- b) Decision to be made on the Outdoor Gym Equipment and its location at the Recreational Field – discussions took place, and the following votes were taken:
 - 1. To move the outdoor gym equipment. 5-2 in favour to move the equipment – Decision Carried
 - 2. To dispose of the outdoor gym equipment. 0-7 against disposing of the equipment – Decision Carried
 - 3. To relocate the outdoor gym equipment beside the new cricket nets. 5-2 in favour to move to new location – Decision Carried
- c) The Toddler swing seat is broken; discuss and decide on the installation of the replacement swing – Clerk to contact the contractor for an update on a date of when the new swing can be installed; also, to check that it will be installed adhering to boundary regulations
- d) Discuss the Invitation to Bid for Parish Partnership 2026/27 – Cllr Daniels suggested that the Council could look to upgrade the TROD on Stanhoe Road to a harder more robust surface – Clerk to obtain a quote

12. Other items for discussion

- a) Matters raised by Cllrs – for discussion only
 - A new bench has been donated this will be located by the pond
- b) Receive future agenda items
 - Update on the resurfacing of the track to the Playing field inc quote provided by Sandringham Estate
 - Cleaning and re-staining the bench by the pond; with the use of Cllr Chenery's grant

13. Correspondence

- a) Email received regarding the use of the dog bin on Bagthorpe Road – Clerk to contact and explain the bin should be used by those walking not for bulk collections
- b) To note the withdrawal of the premise licence application by the Cricket Club - Noted
- c) Email received regarding Traffic Matters – email noted, as Speed watch is separate to the Council, the Council are not obliged to consult with Speed watch on Highway matters. The minutes of the meetings are available for all to keep up to date on decisions being made. Cllr Rayner shared his thanks for the time spent by the volunteers to help make the village roads safer – Cllr Kemsley to update the sender of the correspondence
- d) Email received regarding moving the Outdoor Gym Equipment - Noted

14. Next Meeting

- a) To confirm the next meeting as at 7.30pm in the Social Club, on Wednesday, 17th September 2025

Meeting closed at 9.50pm

Signed:.....(Chairman) Date:.....

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