

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Monday 16th April 2018
At Jubilee Hall, Lower Street, Salhouse**

Present: Martin Murrell (Chairman), Colin McCormick, Bob Cooper, Steve Jarvis, Julie Redburn, Nick Ball and Andrew Peachment

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 3

1. Apologies for absence

Apologies received from Martin Nudd.

2. Declarations of Interest in items on the agenda

Martin Murrell and Bob Cooper declared an interest as Trustees on the Salhouse United Charities Trust.

3. Approval of the minutes of the Parish Council meeting of 19th March 2018.

The minutes of the Parish Council meeting of 19th March 2018 were approved as a correct record on the proposal of Colin McCormick; seconded by Steve Jarvis – all agreed.

4. Chairman's Report, to include consideration to any matters arising, not on this Agenda

The Annual Parish Meeting was held last week and attended by lots of clubs from within the Parish. Many thanks to the WI for serving the refreshments.

5. Public Participation and District Councillor and Police reports

Police report was read out; 4x ABH at Milestones, 4x common assault, 1x criminal damage to dwelling, 2x sexual offence, 1x Send letters etc. with intent to cause distress or anxiety, and 1x theft in a dwelling.

District Councillor Vince Tapp sent his apologies.

County Councillor Tom Garrod sent an Annual report which will be placed on the website.

There was no further public participation.

Closed 7.35pm

6. Progress reports relating to:

i) SAM2 speed monitoring equipment data report

A report had been circulated. Still waiting for the response from Westcotec regarding the 10mph figures. Some speeds of over 50mph had been recorded, the information has been sent onto the police. A parishioner had requested the SAM2 devices to be located further along Lower Street (towards the Broad) – Clerk to speak to Highways regarding possible locations.

ii) Team Salhouse Report

No report.

Clerk to enquire about ownership of land on Otter Close/corner of Cheyney Avenue.

iii) Highway and footpath matters – to include Hospital Lane/Bell Lane Right of Way

- The footpath report had been circulated.
- Waiting to hear back from NCC re: funding available for FP14.
- A meeting is arranged for 19th April with Highways to look at various paths within the Parish, including PF14 newly installed gates, condition of pathway and motorbike adjacent to Church.
- Nick Ball and Julie Redburn had a meeting with a landowner regarding the Hospital/Bell Lane right of way, which Cllr. Ball believes they approved in principle. A suggestion was made regarding FP4 and going across the Wroxham Road,

iv) War Memorial Report

Ownership of the land where the war memorial lies has been confirmed by NCC as Church land. Following this confirmation the grant application can be continued.

- v) **‘Wroxham and back on Foot’ Report**
Covered in 6iii. To arrange a meeting with Wroxham PC.
- vi) **Parish Council Website**
No further progress.
- vii) **Any Other Reports - None**

7. To consider a planning report and agree recommendations on the following planning applications:

The planning report had been circulated and was read out (Appendix 1)

i) Planning Applications Received

- **20180394** – 86 Norwich Road, Salhouse, NR13 6PB – Erection of Two Storey Dwelling
Resolution: No Objection
- **20180417** – 1 Ron Fielder Close, Salhouse, NR13 6QY – First Floor Extension over Garage
Resolution: No Objection
- **20170764** – Equestrian Centre, Lower Street, Salhouse, NR13 6RH – Residential Development (Outline)
Resolution: Objection - as per previous objection, plus the fence proposed in the re-submitted application was not considered an adequate safety improvement.

ii) To report on monitoring of the Neighbourhood Plan

No progress.

iii) To report on Rackheath Development Boundary

Discussions had regarding a meeting with BDC about the Rackheath development Boundary, including further segregation of village; proposed green infrastructure costs and the NP dark skies policy. Boundary reviews are coming up soon. Considerations may be given to natural boundary lines e.g. train lines. BDC to have a meeting with Rackheath and Wroxham PC, and then for the 3 parishes to have a joint meeting.

2 parishioners left meeting at 20.51

iv) Any other planning matters

A complaint had been put into BDC regarding no consultation with Salhouse on the Rackheath Master Plan. A letter from BDC in response was read out.

8. To consider the notes and make decisions on matters arising from Playing Field Management Group (PFMG)

Draft notes from the last PFMG meeting were circulated. It has been agreed to carry out car park works in stages. First stage is to secure the car park whilst keeping spaces for regular use, but to open full car park for events. The car park would not need to be extended, but the bund removed. The PFMG proposed to the PC to spend up to £5000 on these works – this was agreed by all. It was also proposed to ask SUCT to assist with the funding of the trod along the inside of the playing field and to ask for the 50% funding contribution of £9750. It was voted 5 agreed and 2 abstained as members of SUCT committee.

The PC submitted proposed wording amendments to the Unilateral Undertaking regarding the acceptance of funds and adding of the wording “any other agreement with the PC and SUCT”. Also, to request the wording of the Second schedule 1.1 to read as originally requested by the PC. These are to be agreed by the other parties.

It was discussed and agreed to get a structural engineer to look at the existing pavilion and advise.

9. To consider a response to the Consultation: draft Norfolk Access Improvement Plan (2018 - 2028) _ pc8 (close 15th June 2018)

It was agreed Councillors Steve Jarvis and Andrew Peachment will look at this and presents a response to the Council at the next PC meeting to approve before submitting.

10. To consider Defibrillators within the Parish

Data information was received and discussed. It was suggested to contact East Anglian Ambulance Trust for a feasibility study on locations of further defibrillators.

11. Update regarding General Data Protection Regulations

Clerk has been appointed as DPO, which is best practice. Clerk working on necessary documents to comply with the regulations by 25th May 2018.

12. To discuss and consider Parish Partnership Bids

The four parish Partnership bids which were applied for were successful. These now need to be prioritised and a separate finance meeting to be arranged to look at funding options.

1 member of the public left the meeting at 9.51pm

13. Finance

i) Approval of Payments

The following payments were approved:

S J Martin March Salary and Expenses	961.74
HMRC	64.46
The Norfolk Pension Fund (£46.81 EE & £182.98 ER)	229.79
Paul Green Invoice (883 - March)	192.00
Ashley Ads (Play Area Signage) (NET £96.00 + VAT £19.20)	115.20
Zurich Insurance	655.57
Jubilee Hall (Hire room for meetings)	96.00
Norfolk County Council (nplaw Subscription 01/04/18-31/04/19) (inc VAT £80.00)	480.00
Anglian Water Business Ltd. (National) - water at recreation ground	14.41
Linda Smith (Team Salhouse Expenses) (inc VAT £5.20)	31.20
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	2840.37

ii) To note monthly bank reconciliation report

The monthly bank reconciliations for February and March were approved and signed by Martin Murrell.

iii) To consider the following donation requests:

a) Church for grass cutting – It was resolved to donate £500 at this time and review in 6 months. Proposed Bob Cooper; seconded Martin Murrell – all agreed.

b) NARS

c) Norfolk Age UK

NARS and Norfolk Age UK donation requests were discussed. It was resolved that the Council at the current time is not in a position to contribute.

iv) To consider annual membership renewal of the Norfolk Association of Local Councils or NPTS Subscription – Discussions had. Proposed by Bob Cooper and seconded by Julie Redburn to subscribe for 2018/19 with NPTS, all agreed.

v) To consider subscription to NPLaw

All agreed to continue this subscription.

vi) Any other Financial matters arising

Notification of 1st instalment of Precept received. Finance meeting to be arranged.

14. To receive correspondence and agree response (if any)

General Correspondence

NALC Newsletter and Training course dates

Police Parish Newsletter
Clerks and Councils Direct
BDC Appeals Panel – TPO Howlett's Loke
Response from BDC re: North Rackheath Development

15. Public Right to Reply- adjournment of meeting for public to comment

None

16. Any items for the next Parish Council meeting to be held on Monday 21st May 2018 in the Jubilee Hall at 7.30pm.

There being no further business the meeting closed at 10.16pm

**PLANNING REPORT
TO SALHOUSE PARISH COUNCIL MEETING 16th APRIL 2018
(correct as of 16th April 2018)**

Planning Applications for Consideration at this Meeting

20180394 – 86 Norwich Road, Salhouse, NR13 6PB – Erection of Two Storey Dwelling

20180417 – 1 Ron Fielder Close, Salhouse, NR13 6QY – First Floor Extension over Garage

20170764 – Equestrian Centre, Lower Street, Salhouse, NR13 6RH – Residential Development (Outline) – Re-submission

Decisions Advised by Broadland District Council

20180329 - High Oak Stud & Livery, 26 Station Road, Salhouse, NR13 6NX -
Variation Of Condition No 2 On PP 20040762 To Allow Additional Dog Training Sessions On
Wednesdays Between The Hours Of 9.00 & 12.00
APPROVED 12th April 2018

Awaiting Decision

20170243: Land to the Rear of 74-90 Norwich Road, Salhouse, NR13 6PB
Residential development comprising a minimum of 95 dwellings including affordable housing,
landscaping, car parking and 7.01 hectares of publicly accessible green infrastructure
containing children's play equipment, tree planting and a 30 space visitor car park (Outline)
SPC Response: **OBJECTION**

20172210 – Salhouse Hall, Hall Drive, NR13 6RT
1: Alterations and Extension to Hall. 2: Conversion of Outbuildings to provide 2 No. Units of
Holiday Accommodation
SPC Response: **NO OBJECTION**

20180146 – Wood Farm, Norwich Road, Salhouse, NR13 6JW
Erection of Building Comprising Two Light Industrial Units and Associated External Works
(Resubmission)
SPC Response: **OBJECTION**

20180311 - The Bungalow, High Oak Equestrian, 26 Station Road, Salhouse NR13 6NX –
Proposed Extension & Alteration to Existing Dwelling and New Garage/Car
Port
SPC Response: **NO OBJECTION**

20180360 - Land adj. Barn Piece Close, Norwich Road, Salhouse, NR13 6QF
Mixed Dwelling Residential Development of 22 Single Storey Properties (Outline)
SPC Response: **OBJECTION**

Correspondence Received

None