

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Monday 18th February 2019
At Jubilee Hall, Lower Street, Salhouse**

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

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 6

1. Apologies for absence

Nick Ball's apologies were accepted.

2. Declarations of Interest in items on the agenda

Bob Cooper and Martin Murrell declared an interest as Trustees on the Salhouse United Charities Trust. Martin Nudd declared an interest on Item 7 iii – ACV's.

3. Approval of the minutes of the Parish Council meeting of 21st January 2019.

The minutes were proposed to be approved by Colin McCormick and seconded by Martin Nudd; all agreed and were duly signed by the Chairman.

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

- Martin Murrell reported the resignation of the County Councillor Tom Garrod and it was stated any specific questions to be directed to District Councillors Fran Whymark or Vince Tapp in the first instance.
- District and Parish Elections are taking place on 2nd May 2019.

5. Public Participation and District Councillor and Police reports

There was no County Councillor report.

District Councillor's Vince Tapp sent apologies to the meeting.

District Councillor Fran Whymark reported:

- Norfolk Warm Homes Fund – funding for central heating to be installed at no cost to eligible home owners; or a grant of up to 75% for landlords. Details can be obtained directly from BDC.
- Universal Credit has now been rolled out in this area and Broadland District Council have a team who will help with filling in the application forms.
- Broadland District Council's offers a "Choices" free short course to people in the district who are out of work and gives the chance to improve their employability, brush up on skills and boost their confidence. Details can be obtained directly from BDC.
- Private Hire drivers now must attend a safeguarding course before licences are issued.
- The collaboration with South Norfolk Council now has a new joint managing Director in place, Trevor Holden. There will be a new management structure, however, will not affect services, but in the long term hopes to be able to generate improved financial benefits.
- The precept for the police has been agreed to increase by £24 per Band D property, which hopes to fund further officers.

There was no police report available; however, the Chairman reported crime statistics within this area remain low.

Standing Orders resumed 19.40pm

6. Progress reports relating to:

i) SAM2 speed monitoring equipment data report

Statistics from the latest speed watch report (Lower Street 6/01/19 – 9/02/19 facing East) were discussed. They showed a large number of vehicles still exceeding the speed limit. The data will be forwarded to the police Engagement Officer.

ii) Team Salhouse Report

Individual litter picking continued. Team Salhouse hope to join the National Clean up during March.

iii) War Memorial Report

A meeting has been had with a Stonemason – awaiting report and costs for repairing in situ or moving to a new location.

iv) Parish Council Website

Due to go live by end March.

v) Tree Warden Role

It was discussed having local tree wardens to attend meetings and write reports but seeking advice from a qualified Arboriculturalist consultant. Team Salhouse were asked to consider assisting with this task. To be deferred until the next meeting.

vi) Safer Neighbourhood Action Panel (SNAP)

The first SNAP meeting is to be held on Monday 1st April 2019 at 7.30pm in the Jubilee Hall.

vii) Any Other Reports – None

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

The planning report was read out.

i) Planning Applications Received

20190203 - 14 Topcliffe Avenue, Salhouse, NR13 6RN - Erection of Conservatory to Rear

Resolution: No Objection or Comment

ii) To report on Rackheath Development Boundary

It was agreed to wait until the next Boundary Commission Review for this to be investigated following Rackheath PC advising they are not interested in discussing this.

iii) Update regarding the Neighbourhood Plan effectiveness and action points

Since last month there have been no further comments to update. It will continue to be monitored.

iv) To consider and agree renewal of Assets of Community Value

It was agreed to renew the ACVs for Community Assets which have now expired.

v) Any other planning matters None

8. Highways:

i) To receive Highways and Footpath Report

The report was displayed.

Standing Orders suspended for member of public to speak.

A local farmer spoke regarding comments in relation to Footpath 7 being ploughed. He had felt the width of the path was double the legal requirement and taking up farming land and therefore claimed back some of the area, however he was unaware of the Historical fact. The farmer offered to cut back the hedges and brambles, remove tree stumps and level off the path in order to achieve a compromise.

Footpath 12 – it is planned to plough the ‘unofficial path’ which has been created, again to claim back farmland, but also plant wildflower and bee mix, however prior to this being carried out it was discussed clearing the official path for walkers.

It was agreed to arrange a site meeting to look at the paths and to seek advice from the NCC footpath officer.

Standing Orders resumed.

ii) To update regarding Norwich Road HGV's

A traffic survey was funded by Norfolk County Council, and in place for two weeks along the Norwich Road. It was agreed to defer this until the results of the traffic survey have been received.

iii) To update regarding a pedestrian crossing on Mill Road

Information from Norfolk County Council Highways department have indicated that a pedestrian crossing along this road would not be viable; however, the next stage would be to fund a feasibility survey costing £3000. A vote was taken on proceeding with the feasibility study – for = 2; against = 5

It was agreed that based on the advice received not to pursue further.

iv) To discuss and consider planting of trees on Otter Close/Cheyney Avenue verge

It was agreed to proceed with planting of the trees; however, to enquire with NCC regarding sourcing the trees directly as the costs quoted were considered too high.

v) Update on Parish Partnership Schemes 2018/2019

The trod paths are proceeding.

To agree locations of the footpath boards and apply for street licences.

- 9. To consider the notes and make decisions on matters arising from Playing Field Management Group**
 From the original 9 tenders received, 3 have been shortlisted. The PC needs to budget for the annual maintenance/treatment and resurfacing within 10-12 years. It was discussed that specific booking could generate income. Final details to be discussed and agreed at the PFMG meetings. It was agreed unanimously to award the contract to ETC Sports Surfaces subject to contract.
- 10. To consider a response to Local Plan for the Broads examination: Consultation on proposed changes to the Plan**
 It was discussed that there was minimal effect on Salhouse, and therefore no specific comments to be made, however changes had been noted improving the plan.

11. Finance

i) To approve payments – all agreed

S J Martin January Salary - (79hrs) £819.09 NET & Expenses £85.13	904.22
The Norfolk Pension Fund January (£48.99 EE & £196.95 ER)	245.95
HMRC January (EE £22.65 + ER £26.04)	48.69
Paul Green - Maintenance January 2019 Inv. 938	148.00
Prima Rosa (Vodafone Payment)	35.00
Andrew Musgrave (Vodafone Payment)	35.00
Norfolk Playing Field Association (Subscription 01/04/19 to 31/03/19)	25.00
Malcolm Prestwood (Village Website costs) * (see item v below)	77.94
The Broadland Tree Warden Network	25.00
Fenland Leisure Products Ltd. (VAT inc. £655.36)	<u>3,932.12</u>
	<u>5476.92</u>

ii) To note monthly bank reconciliation report – agreed

iii) To set up Direct Debit for Information Commissioners Office annual payment

It was agreed to set up this direct debit to save an annual cost of £5.00

iv) To consider subscription to NPTS or NALC

It was agreed to remain with NPTS for 2019/2020

v) To consider and agree continued support of the village website

It was agreed to continue financial support to the village website

vi) To consider ad-hoc grass cutting at recreation ground

It was agreed to fund this one off cut after a specific request from the football club, however, to advise that any further cuts requested outside of the maintenance contract must be paid for by the football club

vii) Any other Financial matters arising

None

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

General Correspondence

Notice of next Broads Parish Forum - Weds 20 March

Wroxham Neighbourhood Plan - Decision Notice

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

The Broads Ranger spoke regarding the Friends of Salhouse Broad and encouraged people to comment and give direction regarding the Broad, and to contact him directly with suggestions. There may be changes which could require planning permission but will keep the PC updated.

14. Any items for the next Parish Council meeting to be held on Monday 18th March 2019 in the Jubilee Hall at 7.30pm.

There being no further business the meeting closed at 9.32pm