

**Minutes of the Salhouse Parish Council meeting
held on Monday 10th November 2025 at 7.00pm
in the Jubilee Hall, Lower Street, Salhouse**

Present: Robert Cooper (Chair), Wendy Browne, Julie Redburn, Ben Hazell, Mark Baldock, Andrew Peachment and Gary Browne.

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 8

For the benefit of the public, all votes taken were by a show of hands and/or a verbal response from each individual Councillor.

1. To receive and accept apologies for absence

None.

2. To receive Declarations of Interest in items on the agenda and applications for dispensations

Cllr. W. Browne declared an interest in item 11v as a member on the Jubilee Hall committee.

3. To approve the minutes of the Parish Council meeting of 13th October 2025

The minutes were proposed to be approved, with no amendment, by Cllr. W. Browne and seconded by Cllr. Peachment - all AGREED and signed by the Chair.

4. Chairs report

The Chair thanked Cllr. W. Browne for stepping in as Chair for the last PC meeting. It was reported Cllr. Redburn laid the poppy wreath at the Church on Remembrance Sunday on behalf of the Parish. Remembrance Day is this Tuesday and remember all those who served. There are 4 vacancies on the Parish Council – contact the Clerk for more details. The bus clearway on Lower Street has been chased with Highways again. The junction improvements to Station Road/Norwich Road scheduled for February/March 2026. Please all take care and be aware on the roads now the nights and mornings are darker.

5. Public Participation and to receive District and County Councillor reports

Apologies received from District Cllr. Martin Murrell.

County/District Cllr. Fran Whymark reported on Devolution – Norfolk has gone forward with a mayor, and elections will be held May 2026; Local Government Reorganisation – 3 options put forward to Government who ultimately decide by March 2026; Hazardous Waste days at recycling centre 28th/29th November (booking necessary); NCC up for National recycling award around walking aids; flu vaccinations available to those entitled and encouraged to take up. A member of the public spoke about GT16 and disappointment in the loss of agricultural land and stated the transport statement is incorrect.

6. To receive reports:

- i) **SAM2 data** - reports noted. Data shared with Police and Highways again requesting actions to help reduce speeding.
- ii) **Team Salhouse** - report circulated.
- iii) **Tree Steward** – apologies received from Tree Steward. Comment received re planning application 2025/3305.

7. Planning:

i) To note planning report

Report circulated. To note the PC has been advised the solar panel at Salhouse Broad car park has been reduced in height to under 4m to be compliant with planning.

ii) To consider comments to the following planning applications:

2025/2900 Amended - Land East Of Property Number 28 Station Road, Salhouse, Norfolk - Part retrospective - Variation of Condition 2 of 2024/3770 - Amendment to house and garage design (which consented the erection of 1 no. two-storey self-build dwelling and alterations to vehicular access).

PC comment: Objection – due to height/scale of garage already built. Tree comments previously submitted still stand.

2025/2901 Amended - Land East Of Property Number 28 Station Road, Salhouse, Norfolk -Retrospective - Construction of driveway (in conjunction with concurrent S.73 application 2025/2900)

PC comment: No objection to location of new driveway as per plan, however temporary drive to be reinstated and advised of timescale and request confirmation from enforcement this will be complied with. Tree comments previously submitted still stand.

2025/3264 - Black Barn Farm, Norwich Road, Salhouse, Norfolk, NR13 6QG - Retention of front porch and rear extension to retail/café

PC comment: No objection.

2025/3305 – Knollwood, 92 Lower Street, Salhouse, Norfolk, NR13 6AD - First floor extension above garage to the side, minor adjustment to the rear single storey, formation of open cart shed to the side.

PC comment: No objection. Tree comments to be submitted.

20220663 - Land North Of Green Lane West Rackheath Norfolk - Proposal: Outline application for a mixed use residential led development with up to 3,850 dwellings (class C3); employment land, local centres and community facilities (classes Eg(i, ii, iii) , B2 & B8, C2, C3, E, F1, F2, sui generis); two primary schools, one secondary school (F1 (a)); cycle and vehicle parking for residents, visitors & staff, formal & informal open space, formal & informal landscaping, sports provision (classes E(d), F2(c) & (d), sui generis), orchards & allotments; utilities; energy centres, primary substation, substations, foul water treatment works and pumping stations, sustainable urban drainage infrastructure; internal access and pedestrian & cycle infrastructure, EV charging infrastructure with all matters reserved except vehicular accesses (and associated drainage infrastructure)

Extension granted to 19th December 2025 - awaiting further statutory consultee comments and viability report.

iii) To consider comments to planning applications received after the agenda published

Tree Preservation Order 2025 No. BD0779 Tree(s) at : Land South & East Of 28 Station Road Salhouse Norfolk NR13 6NX Easting : 629570 Northing : 313782

PC comment: Support.

8. Playing Field and Recreation:

i) To receive a report from working group

Hedges cut inside recreation ground and along Thieves Lane roadside, improving visibility to car park.

ii) To update regarding planting around Parish

Meeting to be arranged with Team Salhouse and Community Payback.

iii) To update on field hire contract with football club

Awaiting date to meet to discuss contract. Next agenda to agree.

iv) To update on Salhouse United lease on recreation ground

Salhouse United investigating with Charity Commission regarding length of lease. PC to incur any legal costs regarding any amendments to clauses within lease.

v) To update on meeting with UK Power Networks

Update received from Cllr. G Browne. Quote from UK Power Networks circulated. PC to obtain costs for further works before making a decision to proceed.

2 members of public left 20:14

9. Highways

i) To update on bids for Parish Partnership Scheme 2026/27

Meeting with Highways Engineer and adjacent landowner on 19th November to look at possible Norwich Road trod. If supported Clerk to submit bid. Clerk to investigate further funding.

ii) To consider registering the ARP shelter on Lower Street as a building of historic interest

Initial enquiry submitted to BDC to see if eligible.

10. Neighbourhood Plan (NP)

i) To receive update regarding NP review

NP household survey closed – 198 responses received/29%. Meeting to discuss results and data profile 18th November.

11. Finance and Administration:

i) To note monthly bank reconciliation report

AGREED by all.

ii) To approve payments:

S J Martin	October Salary - NET & Expenses	£1,205.59
The Norfolk Pension Fund	October (EE & ER)	£296.40
Paul Green	Maintenance October25 (1223)	£482.50
Norse Eastern Ltd.	Grounds Maintenance 50% (inc. VAT £99.76)	£598.56
Fenland Leisure Products Ltd.	Play area repairs (inc. VAT £228.05)	£1,368.30

All payments AGREED.

iii) To consider and agree bank signatories

AGREED to add Mark Baldock as full signatory and remove Gemma Hampton.

iv) To agree meeting dates for 2026

Dates AGREED – clerk to book hall.

v) To consider a grant to the village hall

To revisit next agenda after budget review.

vi) To review and agree the following risk assessment: AGREED.

- Speed Indicator Device (SID) – SAM2

12. Consultation:

- Norfolk County Council's Budget Consultation 2026-27
- Shape the future: BDC Design Code consultation

AGREED for individual responses to be submitted for both consultations.

13. To receive correspondence and agree response – all noted.

- *General Correspondence*
- *Town & Parish Summit - 12th November*
- *Rough Sleeper Street Count 2025 BDC November 12th*
- *PSPO (Dog Control) signs*
- *Broadland and South Norfolk Business Awards 2026 - Nominations are now open*

14. Any items for the Parish Council meeting on Monday 8th December 2025

Draft budget/Grant Policy/Pond Management/Jubilee Hall donation/GT16.

Meeting closed: 20:48