

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Monday 15th April 2019
At Jubilee Hall, Lower Street, Salhouse**

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

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 3

1. Apologies for absence

There were no apologies received.

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.

3. Approval of the minutes of the Parish Council meeting of 18th March 2019.

The minutes were proposed to be approved by Julie Redburn and seconded by Bob Cooper; all agreed and were duly signed by the Chairman.

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

- The Annual Parish Meeting took place last week and was attended by many local clubs and reports given.
- The Parish Council has an uncontested election as it received 6 nominations. This currently leaves 5 vacancies on the Parish Council to fill.
- Fran Whymark has been elected at the new County Councillor.

5. Public Participation and District Councillor and Police reports

- There was no public participation or police report.
- District Councillor Fran Whymark sent apologies that he will be late to meeting, so report at end of agenda.

6. Progress reports relating to:

i) Safer Neighbourhood Action Panel (SNAP)

The first SNAP meeting took place on 1st April 2019, with Bob Cooper elected as Chairman although the meeting was mainly police led. There were representatives from Rackheath (DC Fran Whymark), Thorpe St Andrew and Wroxham.

Thorpe St Andrews priority was aimed at knife crime and drugs. Wroxham, Rackheath and Salhouse's priorities were agreed as uniformed police patrols. Speeding within the Parish was raised, and PC Troy Brandon is going to speak to the Traffic department to see if they can attend the next SNAP meeting. Concerns from Wroxham were also raised concerning information that SAM2 data is not looked at when sent in to the police from Parish Councils.

ii) SAM2 speed monitoring equipment data report

Statistics from the latest speed watch report (Station Road (facing toward Norwich Road) 11/03/19 – 10/04/19 facing South) were displayed. It was discussed that the information would be useful to see broken down to daily figures – to be investigated. The device is now located on Upper Street, towards Broad Farm.

iii) Team Salhouse Report

The Spring Clean around the village has started with benches and signage being cleaned and litter picking.

iv) War Memorial Report

Clerk obtain further quotes for this project.

v) Churchyard Conservation Scheme

Clerk to contact Vicar to arrange a meeting with Church, Team Salhouse and PC representative to discuss this project further.

vi) Tree Warden Role

It was agreed that Nick Ball would take on part of this role on behalf of the PC; recording trees around the Parish and investigating where further trees could be planted. Trees are protected if they are within a conservation area, but Clerk to investigate Tree Protection Orders with BDC, and arrange a meeting with the current Tree Warden to discuss the remainder of the role going forward.

vii) Any Other Reports – None

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

A planning report was read out. There were no planning applications to consider.

i) Update regarding the Neighbourhood Plan effectiveness and action points

Colin McCormick and Steve Jarvis attended a training session at BDC regarding development and using a NP. It was suggested and agreed to start looking at each of the individual policies and see how they have been affected by planning applications.

ii) Any other planning matters None

8. Highways:

i) To receive Highways and Footpath Report

The report was displayed.

Issues on FP 8,12 and 15 to be investigated and the reinstatement of the ploughed FP4. Funds are still available for improvement to FP14.

DC Fran Whymark arrived 20.33pm

ii) To update regarding Norwich Road HGV's

It was discussed the proposed speed reduction along the Norwich Road from 50-40mph – all agreed. It was suggested a 30mph limit from the roundabout to Thieves Lane, but there was only 1 vote of support for this proposal. The 50-40mph speed reduction would be supported by Highways. The consultation fee and legal order could possibly be paid by the PC but would need a sponsor - clerk to email County Councillor to request this.

iii) Update on Parish Partnership Schemes 2018/2019

iv) 2018/2019 – the size of the footpath maps was discussed and all in favour of A2. The locations to be confirmed.

v) 2019/2020 – The PC has been successful in its 3 bids – HGV signs, posts at Shrubland pond and trod path at Barn Piece.

9. To consider the notes and make decisions on matters arising from Playing Field Management Group

The contract is with NPLaw for review. The grand opening was discussed and Peter Jefford's wife is pleased with the suggestion of the recreation ground being named after him and happy to officially open the MUGA. A date of 14th September 2019 is provisional for the event. PC representatives for this event working party agreed as Bob Cooper and Julie Redburn.

Highways to be contacted regarding the build up of the bank at the pedestrian end of the new trod path.

10. Finance

i) To approve payments – all agreed

Broadland District Council (Planning Application MUGA)	117.00
S J Martin March Salary - (58.75hrs) £641.50 NET & Expenses £124.08	765.58
The Norfolk Pension Fund March (£37.71 EE & £150.83 ER)	188.54
HMRC March (PAYE)	6.40
Paul Green - Maintenance 2019 March Inv. 943	236.00
Norse (grass cutting adhoc recreation ground)	72.00
Norfolk County Council (PP Scheme HGV Signs)	250.00
Norfolk County Council (PP Scheme Barn Piece Footway Extension)	5,500.00
Norfolk County Council (PP Scheme Timber Bollards Shrublands Pond)	1,600.00
Anglian Water (Business) Ltd. (Recreation ground 04/01/19-03/04/19)	25.39
Salhouse 2000 (Rent of Jubilee Hall)	84.00

Office Needs Direct (UK) Ltd. (bench play area)	614.17
Salhouse WI (Donation APM refreshments)	25.00
	9484.08

- ii) **To note monthly bank reconciliation report** – agreed
- iii) **Any other Financial matters arising** - It was discussed the MUGA funded via s106 funds.

11. To review and approve the following documents:

i) Co-option policy

The policy had been circulated and was agreed to be adopted. Information to be provided to interested parties informing them of the Reading Room Charity and that Parish Councillors become Trustees.

ii) Co-option application form

This form was agreed to be accepted.

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

General Correspondence
CPRE Local Elections and housing allocations
Rural Communities Newsletter (Police)
Adoption of Wroxham Neighbourhood Plan

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

District and County Councillor Fran Whymark gave a report:

District Council – it was spoken about the collaboration between South Norfolk and Broadland District Councils, there will be 3 Directors and 4 Assistant Directors. The collaboration will bring financial savings, but no difference to services provided. As a joint Council, together they can apply for larger funding/grant pots.

An application has been made to the Department of Public Transport to make easier access to jobs/training and respond to issues around air quality.

Broadland District Council is the best recycler in the County.

There will be additional funding in next year's pot for Parish Partnership grants.

£120m has been set aside for special needs schools across the County, with the aim to alleviate travel and additional distress for children.

BDC in joint company with NCC (Broadland Growth) are looking in part at affordable/social housing.

Bus routes were discussed, and it was reported that County Council is looking at possible changes to routes and trials being undertaken in conjunction with County/Highways.

14. Any items for the next Parish Council meeting to be held on Monday 20th May 2019 in the Jubilee Hall at 7.30pm.

There being no further business the public meeting was closed at 9.55pm