

**Minutes of the Salhouse Parish Council meeting  
held on Monday 3<sup>rd</sup> October 2022 at 7.00pm  
at the Jubilee Hall, Lower Street, Salhouse**

**Present:** Robert Cooper (Chair), Colin McCormick, Andrew Peachment and Nick Ball.

**In Attendance:** Sarah Martin, Parish Clerk

**Members of Public: 9**

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 any apologies for absence**

Apologies were received and accepted from Cllrs. Yallop, Redburn and Francomb (personal).

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

Cllr. Cooper declared an interest to planning application 20221435 and as a Trustee of Salhouse United Charities Trust.

**3. To approve the minutes of the Parish Council meeting of 18<sup>th</sup> July 2022**

The minutes of 18<sup>th</sup> July 2022 were proposed to be approved by Cllr. McCormick and seconded by Cllr. Peachment; with no amendment - all AGREED by a show of hands and duly signed by the Chair.

**4. To consider co-option of Parish Councillor**

John Leathers briefly introduced himself.

Councillors voted unanimously to co-opt John onto the Council. John signed the Acceptance of Office form and joined the meeting.

**5. Chair's Report, to include consideration to any matters arising, not on this Agenda**

This is the first PC meeting since the sad passing of our longest serving monarch Queen Elizabeth 2nd, and the beginning of King Charles 3rd reign.

On behalf of the Parish Council and Parish, I attended the reading of King Charles 3rd proclamation of his accession to the throne in which we wish him well.

There has also been quite a change in the weather with some much welcome rain, but as you travel round Norfolk there are many signs of just how badly it was needed, with many scorched and burnt hedgerows as a sad reminder of a very hot summer. With increased rain there may be incidents of flooding. If these are seen and do not disperse within two hours, they can be reported directly to Norfolk County Council.

You will see from the planning report that much planning is still on hold at the moment due to the Nutrient Neutrality issues and we await further information from District Councils regarding this.

**6. Public Participation and to receive District and County Councillor reports**

District Councillor Martin Murrell spoke about:

- the food innovation centre which opened a few weeks ago and already has 90% occupancy, which is greater than expected.
- 2 legislations which are reviewed every 3 years – Flood Risk Assessment and Public Spaces Protection Order (PSPO) relating to dog fouling - it is an offence not to put dog waste in a bin and if seen should be reported to the District Council.
- New District Council Headquarters at the new Horizon Business Park, Norwich.
- Nutrient Neutrality have a paper going forward later this week which a calculation proposal, which if agreed should allow building to recommence.

A member of the public asked a question around who is responsible for the defibrillators, to which the Chair explained they are checked regularly by volunteers.

A member of the public raised that traffic data in the Taylor Wimpey planning application 20220663 is incorrect.

It was raised that Wroxham and Hoveton PC's have been awarded 8 electric vehicle charging points and asked if the PC would be able to investigate this for Salhouse.

Positive feedback has been received from the gym equipment at the recreation ground.

Salhouse United Charities Trust have posted a card through every house in the Parish regarding the help/support they can offer and that of the District Council Helphub.

A question was raised regarding the Rural Open Sure Signal (ROSS) vodafone devices in Salhouse, to which it was reported that the remaining units are to be decommissioned, and that the PC does not need to take any actions.

It was reported that the Prima Rosa building has been advertised for sale.

## **7. Planning:**

### **i) To receive a planning report**

Report circulated – it was noted that many applications are still outstanding mainly due to Nutrient Neutrality.

### **ii) To consider comments to the following planning application(s):**

**20221359** - 19 Mallard Close, Salhouse, NR13 6SE - Bike shed to front garden, enclosed porch & convert garage to bedroom

**Comment:** No Objection.

**20221380** - 1 Hewetson Close, Salhouse, NR13 6RE - Proposed two storey dwelling with associated outbuildings

**Comment:** The PC has No Objection to the design of the dwelling, however Objects to the removal of T8. The PC asks for reconsideration of the layout of the Amenity Room in relation to the tree root protection zone of T8.

**20221435** - 18B Station Road, Salhouse, NR13 6NX - Proposed Cart Lodge

**Comment:** No Objection.

Cllr. Cooper abstained.

**20221462** - Park House, Vicarage Road, Salhouse, NR13 6HD - Single storey rear extension and internal alterations.

**Comment:** The PC has No Objection to the main application proposal to the main dwelling, however would request an Arboricultural Impact Assessment (AIA) in relation to the location of the proposed car port due to its location within the conservation area.

District Cllr. Martin Murrell left the meeting 19.57

## **8. To receive reports:**

### **i) SAM2 data**

Report circulated – no further comments.

### **ii) Team Salhouse**

Report circulated – no further comments.

### **iii) Tree Steward**

Report circulated – no further comments.

### **iv) SNAP meeting**

Report circulated – no further comments.

## **9. Playing Field and Recreation:**

### **i) To receive report**

No working group meeting has been held. Cllrs. Peachment and McCormick to investigate further roundabout maintenance and defibrillator electricity supply. The investigation into the ownership of the toilet block is ongoing.

**ii) To discuss and agree contract for field hire**

The contract was AGREED and will be sent to the football club for signing.

**10. Highways and Footpaths:**

**i) To receive Highways and Footpath report**

Report circulated – no further comments.

**ii) To receive update regarding grant funding application towards PP schemes**

The PC has been successfully awarded a grant from BDC (£22,010) to fund the cost of the PC contribution of the trod path along Honeycombe Road which was agreed in the 2022/23 round of the Parish Partnership scheme. The acceptance forms can now be signed, and monies be paid over to NCC for this scheme and the Thieves Lane trod (from CIL monies £2521.50) so the works can be scheduled in.

**iii) To consider bids for the Parish Partnership Scheme 2023/24**

It was AGREED to investigate further extension of the trod along Honeycombe Road and contact Plumstead PC to engage their support to extend within their parish to the Brick-kilns public house to connect the two Parishes with a footway.

**iv) To discuss and consider pavement/path request for Norwich Road, Salhouse**

Following correspondence from a Parishioner and discussions there were 3 issues raised – the corner of station road deterioration; footway along the full stretch of Norwich Road and encroachment of Highways land. It was AGREED to raise each issue with Highways for investigation.

**11. Finance and Administration:**

**i) To note monthly bank reconciliation report**

AGREED by all (Cllr. Leathers abstained).

**ii) To approve payments:**

S J Martin	July Salary & Expenses	£812.28*
The Norfolk Pension Fund	July (EE & ER)	£227.80*
Paul Green	Maintenance July 22 (1089)	£238.25*
Playsafety Limited	Annual Play area inspection (inc. VAT £32.90)	£197.40*
AAA Pest Control	Wasp nest playing field	£ 45.00*
S J Martin	August Salary & Expenses	£729.34*
The Norfolk Pension Fund	August EE & ER)	£220.41*
Paul Green	Maintenance August 22 (1091)	£194.25*
PKF Littlejohn LLP	External Audit 2021/22 (inc. VAT £60)	£360.00
Norfolk PTS	Training New Councillor and Seminar Clerk	£ 96.00
Salhouse United Charities Trust	Playing field rent	£338.00
S J Martin	September Salary & Expenses	£811.59
The Norfolk Pension Fund	September (EE & ER)	£218.31
Paul Green	Maintenance September 22 (1093)	£274.50
Norfolk County Council	PP Schemes 22/23	£24,531.50
Salhouse Church	Maintenance donation**	£500.00

All Payments AGREED. (\*paid prior to this meeting – ratified by all) (Cllr. Leathers abstained).

\*\* see item iii below.

**iii) To consider donation request to All Saints Church towards grounds maintenance**

It was AGREED to donate £500.00.

**iv) To receive the External Auditors report**

The conclusion of the External Audit was noted.

**v) To consider donation to Royal British Legion Poppy Appeal (s137)**

It was proposed by Cllr. McCormick; seconded by Cllr. Ball and AGREED by all to donate £120.00 (s137). Clerk to arrange poppy wreath.

**vi) To consider option to opt out of the SAAA central external auditor appointment arrangements**

It was AGREED not to opt out.

**12. Consultations:**

**Norwich Western Link project**

It was discussed no PC comment to be submitted; however individuals may submit their own comments.

**13. To receive correspondence and agree response (if any) – All noted.**

*General Correspondence, NALC newsletters (inc. Wellbeing)*

*Norwich Western Link project update*

*Broads Briefing*

*Vodafone plans to decommission Rural Open Sure Signal devices in Salhouse*

*Broadland Community Tree Grants*

*Rough sleeper estimate - September 2022*

*Parishioner contact re: Hall Drive pond*

*Parishioner email re North Rackheath Development/Station Road/Muck Lane*

**14. Any items for the Parish Council meeting on Monday 14<sup>th</sup> November 2022**

Muck Lane/Station Road/Stonehouse Lane

Ponds (Bell/Shrubland/Hall Drive)

Meeting closed 20.40