

Councillors are summoned, and members of the public and press are invited to attend the
Salhouse Parish Council Meeting to be held in the
Jubilee Hall, Lower Street, Salhouse, NR13 6RH

On Monday 14th September 2026 at 7.00 p.m.
for the purpose of transacting the following business

Sarah Martin

Sarah Martin, Parish Clerk - Email: clerk@salhouseparishcouncil.gov.uk

AGENDA

- 1. To receive and accept apologies for absence**
- 2. To receive Declarations of Interest in items on the agenda and applications for dispensations**
- 3. To approve the minutes of the Parish Council meeting held on 19th August 2026 and to approve an amendment to the minutes of the meeting held on 6th July 2026**
- 4. Chairs report**
- 5. Public Participation and to receive District and County Councillor reports**
- 6. Planning:**
 - i) To note planning report
 - ii) To consider comments to the following planning applications:
2026/2358 – Saffron, Chapel Loke Salhouse Norfolk NR13 6RA - Single storey extension to north east with associated internal alterations Application Type: Householder
FUL/2026/0019 - Salhouse C of E Primary School, Cheyney Avenue, Salhouse, Norwich, NR13 6RJ - Proposed standalone building to provide 2no. classrooms, with associated parking expansion, air source heat pumps, relocation of fencing/gate within the site to create new secure line, new sustainable drainage features, alterations to the hard and soft landscaping and associated works.
 - iii) To consider any comments to planning applications received after the agenda published
- 7. Playing Field and Recreation:**
 - i) To receive a report from working group
 - ii) To receive a report from the tree steward
 - iii) To consider any requests from football club
 - iv) To update on community litter pick
 - v) To consider and agree update of parish map boards and costings
 - vi) Update on play area improvements
 - vii) To note RoSPA Annual Inspection report, and agree any actions arising
- 8. Highways**
 - i) To receive SAM2 data
 - ii) To consider bids for Parish Partnership Scheme 2027/28
- 9. Neighbourhood Plan (NP)**
 - i) To receive update regarding NP review
- 10. Finance and Administration:**
 - i) To note monthly bank reconciliation report

- ii) To ratify payments made between meetings:
- | | | |
|---|------------------------------|-----------|
| S J Martin | July Salary - NET & Expenses | £1,157.98 |
| The Norfolk Pension Fund | July (EE & ER) | £276.04 |
| Paul Green | Maintenance July 26 (1259) | £244.00 |
| Norfolk Parish Training & Support | Councillor training | £76.80 |
| Compasspoint Planning & Rural Consultants | NP Stage 3 | £2,819.00 |
| Rackheath PCC | Grant maintenance Church | £100.00 |
- iii) To approve payments: (listed separately)
- iv) To note payments received (July/August 2026):
- | | |
|---|----------|
| Salhouse Rovers FC - field hire 1 st to 31 st August 2026 | £193.12 |
| Broadland DC- NP grant 25% | £1500.00 |
| The Mardle – donation bench | £370.50 |
| BDC Litter pick award | £250.00 |
| Salhouse Rovers FC – field hire 1 st Sept to 31 st Dec 2026 | £772.50 |
- v) To note payments paid by Direct Debit:
- | | |
|--|---------|
| Lloyds monthly bank charges (26 th June/25 th August/28 th August 2026) | £12.75 |
| Anglian Water – recreation ground | £27.65 |
| HMRC (PAYE) | £444.72 |
- vi) To note National Joint Council (NJC) 2026-27 pay review and backdated pay
- vii) To agree Councillor budget training attendance
- viii) To agree renewal subscription to Society of Local Councils (1st October 2025)
- ix) To consider appointment of Internal Auditor for 2026/27
- x) To consider re subscription to Community Action Norfolk
- xi) To consider membership to the Broads Society
- xii) To consider granting delegated authority to the Clerk to appoint an independent data protection specialist, if required
- xiii) To consider donation to Royal British Legion Poppy Appeal (s137)
- xiv) Policies for review:
- Planning Policy
 - FOI & Publication Scheme
 - Social Media Policy

11. Consultation:

- i) Proposed development on land north of Rackheath from 5pm on Tuesday 1st September 2026 until midnight on Monday 14th September 2026.
- ii) Greater Norwich Local Plan 2045 Scoping Consultation (17th August – 28th September 2026 (closing at 5pm)

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

- General Correspondence
- NPTS newsletter
- Letter from NCC Deputy Leader
- North Norfolk Local Plan Scoping Consultation & Further Call for Sites
- Parishioner email regarding overgrown hedges in Parish
- EIR request regarding Neighbourhood Plan
- Big Broadland Litter Pick 2026 - Prize Draw Winners!
- Let's Go! Explore South Norfolk and Broadland - New Tourism initiative
- SNN0932026 - Confirmation of a property name addition
- Parishioner correspondence re Connect bus issues with timetables
- Salfest - thanks

13. Any items for the Parish Council meeting – Monday 12th October 2026