

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Monday 19th February 2018
At Jubilee Hall, Lower Street, Salhouse**

Present: Martin Murrell (Chairman), Colin McCormick, Bob Cooper, Steve Jarvis, Julie Redburn, Nick Ball, Andrew Peachment and Martin Nudd (7.33pm)

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 7

1. Apologies for absence

There were no apologies received.

2. Declarations of Interest in items on the agenda

Martin Murrell and Bob Cooper declared an interest as Trustees on the Salhouse United Charities Trust.

3. Approval of the minutes of the Parish Council meeting of 15th January 2018 and Planning Meeting 7th February 2018.

The minutes of the Parish Council meeting of 15th January 2018 were approved as a correct record on the proposal of Bob Cooper; seconded by Colin McCormick – all agreed.

The minutes of the Planning meeting of 7th February 2018 were approved as a correct record on the proposal of Bob Cooper; seconded by Colin McCormick – all agreed.

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

Reg Reeve has resigned as Parish Councillor. This now leaves 3 vacancies on the Council. A notice of casual vacancy from BDC has been put on the notice boards and website.

5. Public Participation and District Councillor and Police reports

- There were no District or County Councillor reports.
- Apologies were sent from the police who were unable to send a representative to the meeting; however a report was sent and read out:
Logged reports 1st to 31st January 2018: ABH x 3 at Milestones; Common Assault x 1 at Milestones; Sexual Offence x 1 Domestic. Calls taken from the control; room from/regarding the Parish = 26.
- A parishioner spoke on behalf of Team Salhouse to request more frequent grass cutting on the small green around the village sign. *Clerk to investigate.*
A question was raised as on Rackheath PC facebook page there was an application for 95 houses, and was this a new application? *Chairman responded that the PC had not been notified of a new application; however he had spoken to BDC who confirmed the original application is still ongoing as not all consultations had been answered yet, and BDC felt this application was sent out in error to Rackheath PC.*
- Parishioners from 7 Thieves Lane spoke regarding the bus shelter located outside their property. There have been communications with the Highways Boundary team regarding the ownership of the land which this lies on, which has been confirmed as public highway; however, they are seeking further legal advice. Clerk will be kept informed of progress.

6. Progress reports relating to:

i) SAM2 speed monitoring equipment data report

The report was circulated and a brief discussion was had. A question has been raised with Westcotec regarding the 10mph speeds recorded. The report will also be sent onto the Police for reference.

Damage to speed sign coming into Panxworth; and to 'road narrow' sign near to bridge to be reported to Highways. *Clerk*

ii) Team Salhouse Report

A litter pick has been arranged for Saturday 3rd March 2018, to meet at the recreation ground at 10am to coincide with the 'National Street Clean' – all welcome.

iii) Highway and footpath matters – to include Hospital Lane/Bell Lane Right of Way

- The footpath report had been circulated. Comments had been received regarding footpath 14 and the new gates which have been erected. Initial enquiries indicate that it is legal to put a pedestrian gate on the footpath and therefore no more restricted than in law. Clerk will contact Highways for advice.
- The footpath warden has applied for the footpath registration pack regarding the path between Hospital lane and Bell Lane right of way.

iv) War Memorial Report

Although the project is eligible for funding, it is not in a bad enough state of repair and therefore not considered high priority. The project is still being pursued.

v) Bell pond report

The tree works of pollarding the tree have been carried out today. There will be no further report until September.

vi) 'Wroxham and back on Foot' Report

Nick Ball is arranging a meeting with NCC. Letters have been sent to Wroxham PC and the landowner, and awaiting a response.

vii) Thieves Lane Bus Shelter

Discussed in public participation. The PC has received confirmation that the bus shelter and grit bin are located on the splays which are public highway.

2 members of public left at 8.03pm

viii) Mobile Telephone Signal Survey

3 further responses had been received for the survey; Vodafone reception is good. A survey of signal strength had been carried out by a parishioner around the village, and had been circulated.

ix) Parish Council Website

No further progress at present.

x) Any Other Reports

None

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

The planning report had been circulated and was read out (Appendix 1)

i) Planning Applications Received

3 planning applications had been received and were considered at the planning meeting on 7th February 2018 (see report)

ii) To report on monitoring of the Neighbourhood Plan

No update at present.

iii) To report on Rackheath Development Boundary

Awaiting an invitation from BDC to meet with Rackheath PC to discuss.

iv) Parish Partnership Update

Applications have been submitted - no further update at present.

v) Any other planning matters

It was raised whether a planning application for 84 houses opposite the Brick Kilns Public House in Plumstead would affect Salhouse. It was suggested that Nick Ball attend a Plumstead PC meeting to find out more information and to mention the 'dip' in the field used as a tip for sand/tarmac from the 1970's.

8. To consider the notes and make decisions on matters arising from Playing Field Management Group, including proposed pavilion

Colin McCormick spoke on behalf of the PFMG to request a final decision regarding the alternative cash offer of £65,000. At the last PFMG meeting it was recommended to propose to the PC to accept the cash sum. This was based on the uncertainty of the future of the football club and the outcome following enquiries into renting the pavilion to other football clubs and the FA commenting that the design and specification offered was not up to their standard. The terms of the SUCT lease may be in breach in terms of benefiting the whole community and not being exclusive to any one activity. The football club were the original benefactors, and they would be in agreement to accepting the cash sum, providing some monies were earmarked to improve the existing pavilion. The cash alternative could be used towards a MUGA which would benefit more local users.

The PFMG therefore proposes that the PC accepts the cash offer, subject to agreement that the amount is sufficient. The risk that if the PC asks for a higher amount the applicant could withdraw the offer altogether – it is a Unilateral Undertaking and therefore the applicant is not obliged to offer anything.

BDC have been consulted, and have said that the offer could be accepted; it is ethical.

Discussions were had including the cost to the Parish of running the pavilion, and the removal costs. Accepting the cash offer was voted on:

For = 7

Against = 1

It was agreed to accept the cash offer in lieu of the pavilion building.

It was agreed to speak to the football club to ask what improvements/repairs would be needed to the existing pavilion, to be considered.

9. To consider Greater Norwich Local Plan Regulation (GNLP)18 Consultation 8/1/18 - 15/3/18

Julie Redburn spoke regarding the GNLP. It was suggested that all councillors need to go online and view the consultation. Julie will forward comments to all Councillors to consider.

10. To consider and agree response to B1140 Salhouse Road & Bell Lane, from Wroxham to Salhouse proposed speed reduction to 50mph

Discussions were had regarding this proposal. All were in favour of supporting; and additional comments to be submitted include - additional comments to include moving 30mph sign further uphill towards Church; additional 'slow' signs on road; 7.5 tonne weight limit and strategic directing of traffic towards the NDR.

11. To consider Defibrillator's within the Parish

Clerk spoke to and invited a representative from the East Anglian Ambulance Trust (EAAT) to attend the meeting to give advice and answer questions; however due to work commitments this will not be possible. Advice was that any additional defibrillator in the Parish is beneficial. Discussions were had regarding an additional defibrillator located in an old fashioned red telephone box at the Bell pub, restoring the original appearance of the Conservation Area, and could be powered from the Bell sign.

A parishioner, who works for EAAT will provide the PC with data on the number of calls the Parish as had.

This will be postponed to the March meeting.

12. Finance

i) Approval of Payments

The following payments were approved:

S J Martin January Salary - (63.75 hours) £646.41 NET & Expenses £76.68	723.09
HMRC (PAYE & NI EE's £0.55 and ER's £0.64)	1.19
The Norfolk Pension Fund (£37.65 EE & £147.19 ER)	184.84

Paul Green Invoice 872 (January)	192.00
A J Cator Estate (Tree Felling)	600.00
Broadland District Council (Dog bin emptying Recreation ground)	171.08
Malcolm Prestwood (Internet Expenses)	118.68

1990.88

ii) To note monthly bank reconciliation report

The monthly bank reconciliation for December was approved and signed by Martin Murrell.

iii) To agree maintenance contract for Thieves Lane Recreation Ground for 2018

Four quotes were received and discussed. It was proposed to go with Option 2 - all agreed. It was resolved to appoint The Garden Guardian the playing field maintenance contract for 2018/2019 at a price of £1,354.50 + VAT £270.90 = £1,625.40.

iv) To consider subscription to Norfolk Playing Field Association

It was voted 7 in favour and 1 against to subscribe to the Norfolk Playing Field Association. Clerk to arrange.

v) To consider quotes for Neighbourhood Plan printing

The three quotes received were discussed. It was raised that distributing hard copies to every household could potentially be a waste, and therefore was agreed to obtain minimum order quantities and prices and present at the next meeting. This may enable copies to be placed at various locations for people to view/pick up. It was agreed to put into the SAGA the link to the NP online for viewing, and to ask Parishioners to contact the Clerk to indicate if they would like a hard copy – this will then be considered for printing copies at the next meeting.

vi) To consider adopting the following policy:

Financial Regulations

This is to be deferred until the March meeting to amend the policy wording.

vii) Any other Financial matters arising

None

13. Update regarding General Data Protection Regulations (GDPR)

Still awaiting advice.

14. Other Items to agree:

i) To set date for Clerk's appraisal

Chair and Vice chair to agree date.

ii) To confirm the date for the Annual Parish Meeting - Wednesday 11th April 2018

Date was confirmed and discussions were had regarding the format of the meeting and if a guest speaker could be arranged. It was agreed to ask the WI to serve the refreshments for a donation.

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

General Correspondence

NALC Newsletter and Training course dates

Police Parish Newsletter

Clerks and Councils Direct

GNLP Consultation – CPRE (email 18/01/18)

Broads Briefing

Invitation to the In Good Company Summit - Friday 23 February 2018

CPRE – Sign the Pledge

Norwich Western Link

Funding Secure for residents of rural Norfolk and Suffolk Areas (Kickstart)

GDPR Training at BDC on Thursday March 8th – Clerk, Julie Redburn and Andrew

Peachment to attend

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

- Parishioner asked for confirmation if a weight restriction is maximum laden? *Yes*
- Parishioner as a resident on Bell Lane commented on the loud noise from beet lorries and the speeding of these large vehicles often in excess of the 30mph limit. Also, two lorries are unable to pass each other at Bell corner, and therefore go up the footpath which is not safe for pedestrians.

These comments to be included in the response to the speed limit change on Bell Lane

17. Any items for the next Parish Council meeting to be held on Monday 19th March 2018 in the Jubilee Hall at 7.30pm.

There being no further business the meeting closed at 9.36pm

**PLANNING REPORT
TO SALHOUSE PARISH COUNCIL MEETING 19th FEBRUARY 2018
(correct as of 16th February 2018)**

Planning Applications for Consideration at this Meeting

None

Planning Applications Considered at Planning Meeting 7th February 2018

20180039 - Redwing, Howletts Loke, Salhouse, NR13 6EY

1) Part Demolition of Existing Dwelling & Retention of Swimming Pool Building

2) Erection of Replacement Dwelling

SPC Response: **NO OBJECTION**

20180042/45 - The Grange, 21 Lower Street, Salhouse, NR13 6RW

Single Storey Rear Extensions, First Floor East Side & Rear Extension, Rear Dormer,
Replacement North Windows & External Alterations (Listed Building)

SPC Response: **NO OBJECTION**

20180146 – Wood Farm, Norwich Road, Salhouse, NR13 6JW

Erection of Building Comprising Two Light Industrial Units and Associated External Works
(Resubmission)

SPC Response: **OBJECTION**

Decisions Advised by Broadland District Council

PA 20172054 - Longacre, Howletts Loke, Salhouse, NR13 6EZ

Erection of 1 No. Dwelling with Attached Garage

SPC Response: **NO OBJECTION**

APPROVED 17th January 2018

Awaiting Decision

PA 20170243: Land to the Rear of 74-90 Norwich Road, Salhouse, NR13 6PB

Residential development comprising a minimum of 95 dwellings including affordable housing,
landscaping, car parking and 7.01 hectares of publicly accessible green infrastructure
containing children's play equipment, tree planting and a 30 space visitor car park (Outline)

SPC Response: **OBJECTION**

PA 20170764 – Equestrian Centre, Lower Street, Salhouse, NR13 6RH

Residential Development for 16 dwellings (Outline)

SPC Response: **OBJECTION**

Planning Committee decision **DEFERRED** until 25th April 2018

PA 20172210 – Salhouse Hall, Hall Drive, NR13 6RT

1: Alterations and Extension to Hall. 2: Conversion of Outbuildings to provide 2 No. Units of
Holiday Accommodation

SPC Response: **NO OBJECTION**