

**Minutes of the Salhouse Parish Council meeting
held on Monday 9th March 2026 at 7.00pm
in the Jubilee Hall, Lower Street, Salhouse**

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

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 12

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

Apologies were received and accepted from Cllrs. Bob Cooper and Ben Hazell (both personal).

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

Cllr. W. Browne declared an interest in item 10 iv as a committee member of the Jubilee Hall.

3. To approve the minutes of the Parish Council meeting of 9th February 2026

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

4. Chairs report

The Chair mentioned the Police priorities meeting being held on Tuesday 17th March in person in Acle and online - open to all.

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

District/County Cllr. Fran Whymark gave apologies from District Cllr. Martin Murrell. It was reported the County elections taking place in May 2026 based on new divisions; High Streets and Pubs Matter campaigns; Go Digital and Business Builder initiatives; Norfolk Rural Business Awards; Local Government Reorganisation – no update but “minded to” decision regarding the number of unitaries should be announced from Government this month; Magna medical centre in use however official opening for GP’s should be before end of March.

A member of the public spoke regarding planning application 2026/0425 Stockdale, Chapel Loke and the excessive size of the proposed dormers overlooking their property and out of character with other properties and within the conservation area.

6. Planning:

i) To note planning report – report circulated and noted.

ii) To consider comments to the following planning applications:

2026/0055 - 1 Potters Meadow, Salhouse, Norfolk, NR13 6GL - Erection of Shed, Hot-Tub, and Pergola (amended description)

PC comment: submit comments regarding the loss of wildlife corridor, fencing and question why this application requires planning permission and if any covenants.

2026/0332 - Black Barn Farm, Norwich Road, Salhouse, Norfolk, NR13 6QG - Retention of individual non-illuminated fascia lettering 'Black Barn Farm' on front (north) elevation over entrance

PC comment: seek guidance from the planning authority as to how this application can be determined when located on a building which does not currently have planning permission and how it sits with retrospective applications and enforcement. No lighting plan has been submitted and does not comply with the Salhouse NP policy OE3.

2025/3714 – AMENDED - Thatchers Walk, 124 Lower Street, Salhouse, Norfolk, NR13 6RX - Front extension with dormer and extension of rear dormer

PC comment: No Objection

2026/0425 - Stockdale Chapel Loke Salhouse Norfolk NR13 6RA - Proposed side extension, Proposed Porch, Proposed Loft conversion to include rear dormer, Proposed Rooflights and PV panels

PC comment: Objection due to scale and materials proposed within the conservation area and out of character with housing mix in this location.

2025/3877 – AMENDED - The Mead, 82 Norwich Road, Salhouse, Norfolk, NR13 6PB - Erection of a single-storey, flat roof, side extension (amended plans)

PC comment: No Objection

iii) To update on planning application:

20220663 - Land North Of Green Lane West, Rackheath, Norfolk (GT16)

Cllr. Baldock spoke on behalf of the PC at the planning committee, expressing concerns regarding traffic volume, infrastructure and involvement of local PC's. The PC to reach out to other stakeholders to create a group moving forward for continued involvement.

The planning committee APPROVED the application, however trigger points still to be agreed and infrastructure plan to be approved within two months.

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

2026/0499 - Dancing Bee Lodge, Honeycombe Road, Salhouse, Norfolk, NR13 6JP -

Variation of condition 2 - redesign of the building in order to push it further back on the site of existing application 2025/0524 (Demolition of existing redundant structures and replacement with new cattery) date of decision 17/10/2025

PC comment: No Objection

7. Playing Field and Recreation:

i) To receive a report from working group

Working group to review quotes from contractors when received for play equipment.

ii) To receive a report from the tree steward

Tree steward apologies received – no updates.

iii) To agree actions regarding MUGA lighting

It was AGREED to cease the remote switch on/off system – Cllr. Peachment to arrange.

To speak with FC regarding use of MUGA lighting which is not part of the contract.

iv) To update on byelaw for recreation ground due to dog fouling, and agree any actions

It was AGREED not to pursue a Byelaw as there is a Public Space Protection Order in place, however to improve monitoring and report incidents to BDC -

<https://www.southnorfolkandbroadland.gov.uk/environment/complaints/dog-fouling>

v) To consider taking part in the Big Broadland Litter Pick 2026 (19 February until 31 May 2026)

It was AGREED to participate in late May. Clerk to check availability of equipment with BDC and to advertise to community and local groups.

8. Highways

i) To receive SAM2 data

Data from Bell Lane and Norwich Road circulated. Traffic data to be raised at Police priorities meeting and request a presence in the Parish.

ii) To agree working group for Parish Highway's meeting

Cllrs. Peachment, W. Browne and Cooper to work with Clerk to confirm agenda. County Cllr. Fran Whymark to seek suitable dates for Highways representatives to attend this meeting in person.

9. Neighbourhood Plan (NP)

i) To receive update regarding NP review

Initial meeting held to review draft policies, further policy review meeting next week. Design code and guidance meeting also to be held next week. Work still to be done on protecting trees and views. Project progressing well.

10. Finance and Administration:

i) To note monthly bank reconciliation report

AGREED by all.

ii) To approve payments:

S J Martin	February Salary - NET & Expenses	£1,105.00
The Norfolk Pension Fund	February (EE & ER)	£313.43
Paul Green	Maintenance February 26 (1239)	£426.00
Salhouse 2000	Grant 2025/26	£250.00*
Norfolk Parish Training & Support	Spring Seminar	£67.20
Broadland District Council	Dog bin servicing 01/04/25-31/03/26	£1,482.00
Broadland District Council	Litter bin servicing 01/04/25-31/03/26	£444.60

All payments AGREED.

iii) To note payments paid by Direct Debit: noted.

Barclays monthly bank charges (24/02/26) £4.25

iv) To agree grant to Jubilee Hall (Salhouse 2000 Charity) £250.00 (25/26 budget)

AGREED by all*.

Cllr. W. Browne abstained.

v) To consider letting salhousepc.info domain lapse

As advised by IT consultant of NPTS, AGREED not to renew this domain.

vi) To consider insurance renewal

Clerk sought 5 quotes in total. It was AGREED to renew with Community Action Suffolk (ANSVAR) for a 3 year long term agreement (01/04/26 to 31/05/29).

One member of public left the meeting at 19:58

vii) To consider subscription to Norfolk Parish Training & Support

AGREED to subscribe for 2026/2027 (£338.48).

viii) To note Employer Pension Contribution Rate letter

Noted. Clerk to sign and submit on behalf of PC.

ix) To review the following policies:

- Grant policy – *to add grant pot value to be agreed at budget setting meeting, and minor amendment to application form.*
- Statement and Review of Internal Control (A)
- Financial Regulations (A)
- Standing Orders (A)
- Financial Risk Assessment (A)
- Risk Management Policy (A)

Each policy AGREED as presented.

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

- *General Correspondence*
- *Free Support for Self-Funding Older Adults in Your Parish*
- *Salhouse Primary School car parking / walking taxi*
- *Local Plan for the Broads - notice of submission*
- *Parish Council Alliance - NPPF review*

12. Any items for the Parish Council meeting on Monday 13th April 2026

Aviva community volunteering.

Meeting closed: 20:12