

Salhouse

Neighbourhood Plan review

Steering Group meeting - 7pm on Monday, 30th June 2025

Jubilee Hall, Lower Street, Salhouse, NR13 6RH

MINUTES

1. Minutes of last meeting and apologies for absence

No meeting minutes to be agreed.

To note attendance: Rachel Leggett (RL), Colin McCormick (CM), Mark Baldock (MB), Andrew Peachment (AP), Julie Redburn (JR), Bob Cooper (BC), Gemma Hampton (GH), Wendy Browne (WB), Steve Piper (SP), Nick Ball (NB), Ben Hazell (BH) and Sarah Martin (SM).

Apologies received from Gary Browne (GB), James Watts (JW) and James Cleaver (JC).

A discussion took place regarding understanding on how the project works and the roles of the Steering Group (SG) and consultants. It was confirmed that the PC agreed the appointment of the consultant as per the proposal and agreed Terms of Reference for the NP review group.

Mark Baldock was appointed Chair of the Steering Group

Wendy Browne was appointed Vice Chair of the Steering Group

2. Updates

- **Funding** – The PC, at the meeting on 9th June 2025, agreed to earmark reserves of up to £20,000 from CIL monies to fund the project should funding not be secured. It was confirmed though that the PC had been successful in obtaining a £6,000 grant from BDC for the NP review. Locality have withdrawn their funding and support. Costs so far (inception meeting and project workshop day) to be paid from CIL.

- **Declaration of interest forms** – all SG members to complete a DoI form ahead of next meeting. This should show any land owned in Parish including home address.

3. Current work

- **Character Appraisal and Design Code work** – descriptions updated and shared. Looking at build environment. Not farmland. Non-subjective/personal.

ACTIONS: to be shared ahead of next meeting - Mark (Pre-1900), Colin (1901-1950), Steve (1951-2000) and Andrew (2000 onwards) drafting the descriptions.

Bob to colour blocks on map (supplied by Rachel)

- **Assessment of Local Green Spaces** - Not protecting farmland. Should be small areas of green space (1 hectare max.) Can protect recreation ground, village sign green, ponds etc.. Can protect any piece of land even if not in private ownership. Some areas within conservation area, ancient wood.

ACTIONS: Wendy, Nick and Colin getting together a long list to share ahead of next meeting.

Landowners will be written to, to say protecting their land and see if they have any objections.

Salhouse

Neighbourhood Plan review

- **Assessment of Important Local Views** – these should be public views which are important to the character of Salhouse e.g. views of Church, train station..

It was discussed challenging the conservation area within the NP.

ACTIONS: Ben and Colin to collate list, but all to contribute.

- **Data profile** – Emma to start data profile work and share. SM has requested some data already.

4. Objectives of the Neighbourhood Plan

A Neighbourhood Plan is a set of policies relating to the development and use of land for the designated area, i.e. the parish.

Not to stop housing or traffic management.

Vision (in the revised Plan 2026-2046) *The vision for Salhouse is that it remains a thriving community with a clear rural identity, good outdoor activities and enhanced links between the areas of the village.*

Currently 8 objectives in the NP – to be amended and agreed.

5. Preparation for first consultation: Household Survey draft questions

Rachel to draft some questions for Household Survey - Summer 2025.

It was discussed online survey with flyer advertising through doors. Paper copies available on request.

(Online survey = individual/Paper copy = household)

Consultation on draft NP (6 weeks) – Winter 2025.

Referendum (if required) – Autumn 2026.

Rachel to produce some wording on behalf of SG for SAGA and share with Colin.

6. Date of next meeting:

Monday 28th July 2025 in Jubilee Hall (no Rachel)

- Agenda items – Character appraisal, local green spaces and important view updates)

Wednesday 27th August online (with Rachel)

7. Meeting closed 9:00pm