

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Monday 2nd March 2020
At Jubilee Hall, Lower Street, Salhouse**

Present: Colin McCormick (Chair), Andrew Peachment, Bob Cooper, Nick Ball, Julie Redburn, Martin Nudd and Lynn Yallop.

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 3

1. To receive any apologies for absence

Apologies were received from Martin Murrell and Steve Jarvis.

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

Bob Cooper declared an interest as Trustees on the Salhouse United Charities Trust; Martin Nudd declared an interest on item 10 vii – Parish Map, and 5 i War Memorial Report (personal work completed by one of the bidders); Colin McCormick as a member of CPRE regarding the GNLP.

3. To approve the minutes of the Parish Council meeting of 3rd February 2020.

The minutes were proposed to be approved by Julie Redburn and seconded by Nick Ball; all agreed and were duly signed by the Chairman.

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

The Chairman reported the telephone has now been reinstated in the box opposite the Bell Public House. Defibrillators will be placed in the newly adopted telephone boxes at the bottom of Lower Street and on Station Road.

5. Public Participation and District Councillor and Police reports

County Councillor Fran Whymark sent apologies to the meeting; however, a report was sent and read out:

Broadland has been working hard to support rough sleepers in our area. We have just secured additional money from central government to employ another member of our First Step team. This person will work with individuals who are placed in temporary accommodation to ensure their needs are met. They will then continue to support them to maintain their tenancy longer term.

I visited Fakenham recently where a Housing with Care home is being built. I was impressed by the facility and look forward to Herondale in Acle and other similar facilities being completed in our area.

Police Report: Logged reports on our Crime System 1st to 29th Feb 2020:

Harassment without violence	1
Harassment of a person in his home	1
Theft from a motor vehicle	1
Send letters with intent to cause distress or anxiety	1
Total:	4

A member of the public raised concerns of a prowler seen near to their property and highlight to all in the Parish to be vigilant. Chairman stressed these incidents should be reported to the police.

6. To consider progress reports and any make decisions relating to the following:

- i) Safer Neighbourhood Action Panel (SNAP) –The next meeting is on 23rd April at Rackheath, 7pm.
- ii) Salhouse Speedwatch Report – it was noted the report for the SAM data for Lower St, facing WEST between 10 1 20 and 10 2 20. There are instances in the basic data showing the issue of rain slightly impacting the data which results in a higher than expected volume of vehicles at 10mph. The total volume is in line with previous measurement taken at the same location.
Comparison week by week shows a very tight correlation of daytime traffic volume and pattern however it would seem that overnight shows a wider divergence of data.
- iii) Team Salhouse Report – previously circulated. It was requested that Verge Protection orders and bylaws be looked at as an item for the next agenda. Spring Clean scheduled for 4th April 2020.
- iv) War Memorial Report – to be discussed under item 11v.

- v) Tree Warden update report – It was proposed to appoint a Tree Warden at the next meeting who will be under the umbrella of the tree Warden Network, and to support where necessary. It was discussed Cllr Ball to become a Parish Ranger combining trees and footpaths.
- vi) CPR Bittern Line Update – no update.
- vii) Any Other Reports – none.

7. To receive update and make decisions on matters arising from the Playing Field Management Group

- i) To discuss and consider Management including cost of hire (including floodlighting) of the MUGA - PFMG notes were circulated prior to the meeting. Discussions were had regarding the hiring and management; however, concerns were raised regarding the use of the MUGA before the tennis sockets and final surface colour are completed. It was therefore agreed to keep the MUGA closed. It was also raised whether to investigate further the gifting of the pavilion back to the PC and thoughts as to the pro's and con's to be collated for discussion.
- ii) To review the Operations & Maintenance manual for the MUGA to consider budget reserves and review of a maintenance timetable
It was agreed for Cllr. Bob Cooper and Clerk to review.
- iii) To consider play area inspection training
It was agreed this would be a benefit to the Council to invest in the training for Cllr. Andrew Peachment and the maintenance contractor. Clerk to investigate further.

8. Events:

- i) To receive report and make decisions on Community Fete/Grand Opening of MUGA/Renaming Ceremony
Awaiting a meeting to be arranged with the Friends of Salhouse School.

9. Planning:

To consider a planning report and agree recommendations on the following planning applications: Planning report had been circulated.

20200255 - Daisy Cottage, 11 Upper Street, Salhouse, NR13 6RZ - Erection of garage

It was resolved to No Objection, however but to request a condition for no loss of trees.

20200202 - Land at Green Lane East, Little Plumstead - Development of up to 165 dwellings and the provision of 0.4 hectares of land for a medical centre (Use Class D1) with all matters reserved except access (Outline)

Although not with the Parish, it was resolved to Object, and to submit comments including; traffic volumes at mini roundabout in Rackheath; rat run through existing estate (Vera Road); to request reintroducing a bus service at Reeves corner; the response from the NHS consultee stated there is no guarantee of a medical centre being built

- i) Update regarding the Neighbourhood Plan effectiveness and action points - None
- ii) Any other planning matters

It was raised the tree works at Salhouse Broad which has been permitted, however comments received regarding the works themselves, and the question when the works will be completed. Clerk to investigate.

Concerns regarding the agricultural building on Norwich Road have been raised with BDC.

10. Highways:

- i) To receive Highways and Footpath Report
Report circulated prior to meeting. Cllr. Nick Ball to investigate further FP11 and 12.
One member of public left 20.57
- ii) Update regarding improvements to Footpath 14
Works awaiting improved weather conditions.
- iii) To update regarding offer to dig out Shrubland pond
RAM requested, waiting to be received before authorising any works
- iv) To discuss and consider finger post request from Salhouse Broad
Salhouse Broad requested finger signs for 4 posts around the Parish. These cost £150 each which Salhouse Broad would pay for, however the PC needs to apply for via NCC. This was agreed if the Broad wished to proceed.

- v) To discuss play area equipment training
Covered in item 7iii
- vi) To discuss parking issues on Lower Street, near Salhouse Broad
Options and costs to be investigated for further consideration.
- vii) To update on Parish Information Board maps
Parish Partnership claim to be submitted, and boards ordered

11. Finance

- i) To approve payments – all agreed

Paid via BACS:

S J Martin February Salary	846.72
HMRC (PAYE)	59.27
The Norfolk Pension Fund February	230.50
Starboard Systems Limited (Scribe Accounts software) inc. VAT £51.40	308.40
Norfolk Parish Training & Support (Lynn Yallop training 25/03/20)	48.00
ESE (dog bins) inc. VAT £92.95	557.71
Ashley Ads (liability signage MUGA) inc. VAT £6	36.00
	2086.60

Paid by Cheque:

Malcolm Prestwood (village website)	89.88
Salhouse PCC Church (Donation)	400.00
	489.88

- ii) To note monthly bank reconciliation report - agreed
- iii) To consider Insurance quotes
It was agreed to accept the 3-year policy from Community Action Suffolk (Royal Sun Alliance)
- iv) To consider subscription to NPTS or NALC
It was agreed to remain with NPTS for 2020/21
- v) To consider quotes for war memorial repairs
To postpone until advice sought from the Conservation Officer
- vi) To discuss and consider village sign renovation quote
It was agreed to proceed as the works would not be scheduled until 2021/22 financial year
- vii) To discuss and agree April PC and APM meeting dates
It was agreed to hold the APM at 6-7pm followed by the PC meeting starting at 7.30pm on Wednesday 8th April 2020.
- viii) To discuss and agree format for Jerome Mayhew meeting (10/07/20)
It was agreed to bring thoughts to the April meeting and therefore deferred
- ix) Any other Financial/Administration matters arising - None

12. Consultations:

- i) To consider a response to the GNLP Draft Plan – Regulation 18 Consultation.
Discussions had. It was agreed to support the CPRE response, but with additional comments regarding village clusters and the site allocated.
- ii) To consider a response to the Flood Risk Supplementary Planning Document for the Broads (04/03/20)
It was discussed as no objection and therefore no PC comments to be submitted.

13. Parish Defibrillators

- i) To discuss and consider defibrillators for installation in adopted telephone boxes – the defibrillators have been ordered, awaiting installation date.
- ii) To discuss and consider donation and continued funding of existing defibrillator to school – awaiting a response from the Friends of Salhouse School.

14. To discuss and make decisions on 'Operation London Bridge' – no further update.

15. To discuss VE Day celebrations – it was suggested investigating an event at one of the local pubs, financially supported by the PC. To be investigated further and presented at the next meeting.

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

General Correspondence

Police Parish Newsletter

Broads Briefing

Subject Access Request received

Broads Authority - Weekly Planning List : Validated Applications and Decisions

Hoveton PC invitation to public exhibition 4th March and public meeting 11th March regarding proposed housing development in Hoveton

Invitation to Broads Parish Forum 18 March 2020, 6.30-8.30pm, Yare House, 62-64 Thorpe Road, Norwich

Street Naming And Numbering - Four New Dwellings Off Howletts Loke, Salhouse, Norwich – plans

CPRE NORFOLK response to Stage C Regulation 18 Draft Strategy and Site Allocations Consultation – Greater Norwich Local Plan

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

It was raised the fees received from the MUGA hire could contribute to ongoing maintenance costs.

It was suggested if the pavilion is taken over by the PC, meeting could be held there to save costs.

18. Any items for the next Parish Council meeting to be held on Wednesday 8th April 2020 in the Jubilee Hall at 7.30pm.

Annual Parish Meeting Wednesday 8th April 2020 in the Jubilee Hall at 6-7pm.

There being no further business the public meeting was closed at 10.00pm