

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Monday 17th September 2018
At Jubilee Hall, Lower Street, Salhouse**

Present: Martin Murrell (Chairman), Colin McCormick, Nick Ball, Bob Cooper, Martin Nudd and Steve Jarvis

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 4

1. Apologies for absence

Apologies were received from Julie Redburn and Andrew Peachment.

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 16th July 2018 and planning meeting 29th August 2018.

The minutes of the Parish Council meeting on 16th July 2018 were proposed to be approved by Colin McCormick and seconded by Bob Cooper; all agreed, the minutes of the planning meeting on 29th August 2018 were proposed to be approved by Steve Jarvis and seconded by Martin Nudd; all agreed, both were duly signed by the Chairman as a correct record without amendment.

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

There has been a second incident of broken glass in the bus shelter on Norwich Road, which has been reported to the police.

A new planning application 20181503 - Land South of Norwich Road, Salhouse - Prior Notification - Agriculture - Agricultural Building (Prior Notification), has not been received by the Clerk therefore not on this agenda. Clerk to follow up with BDC.

5. Public Participation and District Councillor and Police reports

- There was no County Councillor report
- District Councillor Vince Tapp reported on the Dementia Alliance Survey which is available for completion via a link on Broadland District Councils website or at <https://www.surveymonkey.com/r/BroadlandDementiaSurvey> – closing date 28th October 2018.

Planning statistics have been produced which may help when considering planning applications.

There is a new weight management programme which is being delivered by BDC. Details available on BDC's website.

Collaboration work with South Norfolk Council is going ahead smoothly.

- Police report for August was read out; 15 logged reports isolated within the Parish. It was discussed that these isolated crimes at one location have an adverse effect on the overall crime figures of the Parish.
- Clerk to write to homeowners regarding overgrown hedges within the village obstructing pathways.

6. Progress reports relating to:

i) SAM2 speed monitoring equipment data report

A speed watch report had been circulated showing 23839 vehicles between 7/8/18 and 6/9/18 on Lower Street, including a high volume of speeding vehicles in excess of the 30mph limit. The information has been forwarded to the police.

ii) Team Salhouse Report

A brief report was read out with giving activities of the team, and with a request for a donation toward the cost of flowers, which was agreed.

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

The footpath warden's report was read out, there are no major issues. Some clearing has taken place along the route between Tipples Farm to Bell Lane. The PC is actively working with the landowner regarding a proposed right of way at this point.

iv) Hoveton Great Broad

A short report was received from Colin McCormick following a visit with the Clerk and Nick Ball to the Hoveton Great Broad arranged by Natural England to show progress on the conservation works. Local groups and interested parties are encouraged to visit the Broad, which is free and always has a warden on site. There is a ferry operating to transport to and from Salhouse Broad. SPC were encouraged to give publicity to the project.

v) War Memorial Report

Enquiries have been made regarding carrying out a survey on the War Memorial.

Documentation has been received stating the War Memorial is now a Grade II listed building - further enquiries to be made on this.

The road closure has been granted for 11th November for the Remembrance Service, however quotes for the cost of road signage needs to be obtained.

vi) Parish Council Website

Clerk still working on.

vii) Any Other Reports - None

7. To receive Bell pond conservation works report and consider further actions

Following the last clearance of Bell Pond around 8 years ago by Team Salhouse, the pond has now been cleared again with the help of Bure Valley Conservation Group, and planned work at Bell Corner pond was carried out by members of Bure Valley Conservation Group on behalf of Salhouse Parish Council. A large quantity of reeds and willow growth was removed from the pond, together with some overhanging branches of sycamore, hawthorn, etc. Altogether, the work has enabled more light to reach the pond, and more water surface to be exposed.

We should be very grateful to local residents who allowed their driveway to be used as a loading area, and who carted away the waste material, and allowed the waste to be tipped on their land. Without the assistance of these three people, the work would not have been achieved.

BVCG took lots of photos which he will share with us soon.

As a result of this work, certain other tasks become apparent:

1. Excavation of pond - the pond is full of silt, especially in the middle section, and will require excavation if a decent volume of water is to be restored.
2. Removal of invasive trees around the pond - BVCG are recommending this, but it would require permission from BDC and the services of a professional tree surgeon.
3. Overflow drain - appears full of silt, recommended to have it cleared.
4. Chevron board - one of the two posts has corroded through at the base, so needs replacing (Highways).
5. Mill Road sign - wooden posts are rotten and unstable, need replacing (Highways)
6. Fence around pond - all rotten and unstable, needs replacing (SPC)

Items 1 and 2 are beyond the scope of the work carried out by BVCG, and therefore should be discussed by the PC to decide whether we wish to proceed with further works.

8. 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**
 - 20181289 – Manor Farm, Wroxham Road, Rackheath, NR13 6NH – Creation of New Vehicular Access off Dobb's Lane to Serve Manor Farm and Associated Roadway**
Resolution: No Objection – to request condition that the existing access is closed permanently, and the hedge to be re-planted
 - 20181398 – Green Eaves, 26 Lower Street, Salhouse, NR13 6RW – Single Storey Extension & Garage Conversion**
Resolution: No Objection
 - 20181474 - 8 Dakenham Close, Salhouse, NR13 6PA - Change of Use to Facilitate a Childminding Business**
Resolution: No Objection
- ii) **To report on Rackheath Development Boundary**
A meeting has been arranged between BDC and Rackheath PC on 11th October 2018.
- iii) **Any other planning matters**
None

9. **To receive an update regarding the Jubilee Hall car park**
As Custodian Trustee the PC received a copy of the lease as had been requested. The Jubilee Hall committee members had a meeting with NPLaw (under the PC's contract) and it was confirmed that there is no breach of lease for the proposed gate.

10. **To consider the notes and make decisions on matters arising from Playing Field Management Group, including Annual Play Area Inspection report**
A date is to be set for the next PFMG meeting. The Annual Play Area Inspection has been carried out by RoSPA which indicated a few 'low risk' actions, which have been investigated and awaiting a quote. It was discussed re-coating with wood preservative the play tower to help to preserve it.

1 member of public left 9.32pm

11. **To consider a request for seat to be placed within the play area close to the sensory garden in remembrance of Kerry Robbins**
This item was discussed. It was agreed for the Clerk to investigate options and costs further, including insurance.

12. **To consider Parish Partnership bids for 2019/2020, and update on schemes for 2018/2019**
Closing date for bids for the 2019/20 round is 7th December 2018. It was suggested to investigate with Highways a small trod path at Barn Piece and some wooden posts on the triangle at the Lower Street/Upper Street junction. Clerk to investigate.
Under the 2018/19 scheme a date has been given of end November for the two trod paths to be completed; and the bus shelter on Norwich Road has been ordered. The signage bid needs to be looked at further as the original idea of the signage to advertise village amenities is not supported.

1 member of public left 9.45pm

13. **To consider Conservation Corridor proposal**
Nick Ball spoke about the conservation corridor concept, which is promoted by Norfolk Wildlife Trust and NCC to tie in areas of wilderness for wildlife. It was agreed to postpone until next meeting awaiting further details.

2 members of public left 9.pm

14. **To agree attendance to the Hoveton and Wroxham Network Improvement Strategy – Thursday 27th September 2018**

Colin McCormick will attend this event on behalf of the PC.

15. Finance

i) To approve payments (listed separately)

All payments were approved:

S J Martin July Salary - (48.25 hours) £514.10 NET & Expenses £61.38	*575.48
The Norfolk Pension Fund July (£29.92 EE & £119.68 ER)	*149.60
S J Martin August Salary - (56 hours) £ 596.67 NET & Expenses £104.45	701.12
The Norfolk Pension Fund August (£34.73 EE & £138.91 ER)	173.64
Norwich Glass Company Ltd. (£155.00 + £31.00 VAT)	186.00
Paul Green - Maintenance July 2018 Inv. 902 £192.00	} 392.25
Paul Green - Maintenance August 2018 Inv. 905 £183.75	
Paul Green - Dog bin repair Station Road 2018 Inv. 906 £16.50	
Bure Valley Conservation Group - Donation Bell Pond works	175.00
Malcolm Garner (Team Salhouse Expenses)	25.47
Native Landscapes (Bell Pond treatment)	250.00
Total	<u>2628.56</u>

*paid 6/8/18 as per budget – no August meeting

ii) To note monthly bank reconciliation report

The monthly bank reconciliations for July and August were approved and signed by Martin Murrell.

iii) To agree a donation to Royal British Legion – Poppy Appeal

It was agreed to make a donation of £118 to this year's poppy appeal to commemorate the 100 years to 2018. It was agreed to purchase 3 'There But Not There' silhouettes for donation to the Church.

iv) Any other Financial matters arising

None

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

General Correspondence

Collaborative Working – BDC

BDC Broadland Community at Heart Awards 2018

CPRE Norfolk update for member Councils/Meetings

Notice of Broads Parish Forum 19 Sept 2018

The Shelroy Trust – Christmas Hampers letter

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

18. Any items for the next Parish Council meeting to be held on Monday 15th October 2018 in the Jubilee Hall at 7.30pm.

Arrange PFMG meeting prior to next PC meeting.

There being no further business the meeting closed at 10.15pm

**PLANNING REPORT
TO SALHOUSE PARISH COUNCIL MEETING 17th SEPTEMBER 2018
(correct as of 14th SEPTEMBER 2018)**

Decisions Advised by Broadland District Council since last meeting

20181260 - Four Winds, 144 Lower Street, Salhouse, NR13 6RX - Alterations including demolition and new single storey front extension

SPC Response: **NO OBJECTION**

FULL APPROVAL 11th September 2018

Awaiting Decision

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**

20180360 - Land adj. Barn Piece Close, Norwich Road, Salhouse, NR13 6QF

Mixed Dwelling Residential Development of 22 Single Storey Properties (Outline)

SPC Response: **OBJECTION**

20171207 – Land adjacent to Station Lodge, Howletts Loke, Salhouse, NR13 6EX

Erection of four detached chalet dwellings (Outline)

SPC Response: **Previous OBJECTION stands**

APPEAL lodged with Planning Inspectorate

20181107 - Land at Hall Drive, Hall Drive, Salhouse, NR13 6RS - Variation of Condition 2 following Grant of Planning Permission - Revised House Design

SPC Response: did not raise an objection, but expressed **CONCERNS** regarding tree protection

20181308 – Meadow Hill, 90 Lower Street, Salhouse, NR13 6AD - Residential development of 6 New Dwellings (Outline)

SPC Response: **OBJECTION**

Planning Applications for Consideration at this Meeting

20181289 – Manor Farm, Wroxham Road, Rackheath, NR13 6NH – Creation of vehicular access off Dobb's Lane to serve Manor Farm

20181389 – Green Eaves, 26 Lower Street, Salhouse, NR13 6RW – Single storey extension and garage conversion

20181474 - 8 Dakenham Close, Salhouse, NR13 6PA - Change of use to facilitate a childminding business

Planning Applications Received Too Late for Inclusion on this Agenda

20181503 - Land South of Norwich Road, Salhouse - Agricultural Building (Prior Notification)