

**Minutes of the Salhouse Parish Council meeting  
held on Monday 13<sup>th</sup> April 2026 at 7.00pm  
in the Jubilee Hall, Lower Street, Salhouse**

**Present:** Bob Cooper (Chair), Andrew Peachment, Ben Hazell, Mark Baldock, Gary Browne and Julie Redburn.

**In Attendance:** Sarah Martin, Parish Clerk

**Members of Public:** 9

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 Cllr. W. Browne (personal).

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

Cllr. Hazell declared an interest in planning re Broad Farm. Cllr. Redburn declared an interest in item 10x as a member of the Salhouse Community Events Team.

**3. To approve the minutes of the Parish Council meeting of 9<sup>th</sup> March 2026**

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

**4. Chairs report**

The Chair reported on the new gateways installed on Bell Lane, Honeycombe Road and Low Road, however still awaiting the bus clearway on Lower Street to be installed and improvements to Station Road. The Annual Parish Meeting is taking place on Wednesday 29<sup>th</sup> April at 7pm in the Jubilee Hall – all electorates welcome!

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

District Cllr. Martin Murrell reported on GT16 planning approval, however trigger points to be brought forward to committee. No official date for the opening of the Magna medical centre, however hoped this month. Quiet at BDC – no new incentives/ideas.

County Cllr. Fran Whymark reported on hazardous waste days at local recycling centres; Government has issued its “minded to” decision re Local Government Reorganisation (LGR) which will see Salhouse as part of the Great Norwich area – final decision from Government on map expected October/November this year. Council taxes will need to be equalised and expected that Salhouse will increase. Salhouse/Rackheath and Spixworth will have 2 representatives for the unitary. County election 7<sup>th</sup> May 2026 – this may change the scope of the Council. Broads Authority not included in LGA and have a new Chief Executive starting in August. Shadow unitary elections scheduled May 2027, and “vesting day” 1<sup>st</sup> April 2028 when there will no longer be County or District Councils. On 1<sup>st</sup> April 2026 Norfolk And Suffolk saw reorganisation of the Integrated Care Board (ICB).

A member of the public questioned whether the LGA map has been determined? Cllr. Whymark responded that it could possibly change, unlikely, but down to Government to pass.

The Churchwarden spoke regarding recent services and those proposed and maintenance works in the Churchyard. Thanks to PC for continued support.

Salhouse Station Group will provide updates in the SAGA but looking at ways to improve the look of the station.

A representative from Salhouse Community Events Team spoke about their event on 11<sup>th</sup> July at Salhouse Broad open to all and their grant application for funding to the PC.

## 6. Planning:

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

ii) **To consider comments to the following planning application:**

**2026/0738** - Broad Farm, Upper Street, Salhouse, Norfolk, NR13 6HE - Internal and external fabric and structural repairs

**PC Comment:** No Objection

Cllr. Hazell abstained from this decision.

iii) **To update on planning application 20220663 - Land North Of Green Lane West, Rackheath, Norfolk (GT16), and consider stakeholder meeting**

Broadland DC holding meeting with Taylor Wimpey to discuss trigger points, hoping to go to committee 21<sup>st</sup> May 2026. Clerk to arrange 'introduction' meeting with TW and other stakeholders around the beginning of May.

iv) **To consider a response to Hoveton Neighbourhood Plan Regulation 14 consultation**

AGREED no response.

v) **To consider a response to Sprowston with Beeston St Andrew Joint Neighbourhood Plan pre-submission consultation**

AGREED no response.

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

**2026/1010** - Broad Farm Upper Street Salhouse - Internal and external fabric and structural repairs and addition of single storey bay window on western elevation – listed building consent

**PC Comment:** No Objection

Cllr. Hazell abstained from this decision.

**2026/0826** - Broad Farm Upper Street Salhouse - Internal and external fabric and structural repairs and addition of single storey bay window on western elevation – householder

**PC Comment:** No Objection

Cllr. Hazell abstained from this decision.

## 7. Playing Field and Recreation:

i) **To receive a report from working group**

Brief update given re meeting with football club (FC) who want contract to be amended. PC to review the field hire agreement over the next few months to make generic. Still awaiting quotes for play equipment. CCTV quote obtained. Working group to meet to review all quotes and recommend to PC for consideration.

FC have submitted a request to extend their contract for this year, too late for consideration on this agenda, so to be agenda item at next meeting.

ii) **To receive a report from the tree steward**

Brief report given on trees knocked over at High oak equestrian, which will be inspected and repaired.

iii) **To consider playing field/village maintenance contract for 2026/27**

AGREED to issue contract with minor amendment to bus shelter cleaning.

iv) **To note playing field grass cutting contract year 3 of agreement**

Noted. Clerk to contact to see if any issues from contractor.

- v) **To confirm community litter pick (part of) Big Broadland Litter Pick 2026**  
Date AGREED as Saturday 30<sup>th</sup> May 2026, 10am, meet at recreation ground.  
Clerk to register for Big Broadland Litter Pick, arrange equipment and advertise/invite community groups to participate.
- vi) **To agree a date for community planting morning**  
Date AGREED as Saturday 13<sup>th</sup> June 2026, 10am. Clerk to advertise/invite community groups to participate.

## 8. Highways

- i) **To receive SAM2 data (Bell Lane 06/02-0/03/26 and Norwich Road 01/03-31/03/26)**  
Data circulated and shared with Police. High speeds recorded along Norwich Road.
- ii) **To update on Parish Highway's meeting**  
County Cllr. Fran Whymark to follow up with Highways available dates to meet in person.
- iii) **To note successful Parish Partnership bid 2026/27 (Shrubland pond posts) and agree acceptance of scheme including cost**  
AGREED. Agreement to be signed and submitted. Parish Contribution of £643.68 to be paid on receipt of invoice.
- iv) **To consider bench installation on Lower Street green**  
It was AGREED to purchase a bench (and plaque) subject to Highways consent. Clerk to investigate. Donation offered from The Mardle group of £370 towards the cost.

## 9. Neighbourhood Plan (NP)

- i) **To receive update regarding NP review**  
Next Steering Group meeting on 22<sup>nd</sup> April 2026. First draft of NP expected for review and feedback. NP review on course and budget.

## 10. Finance and Administration:

- i) **To note monthly bank reconciliation report**  
AGREED by all.
- ii) **To approve payments:**

S J Martin	March Salary & Expenses	£1,304.16
The Norfolk Pension Fund	March EE & ER)	£387.17
Paul Green	Maintenance March 26 (1244)	£670.25
Norfolk Parish Training & Support	Annual subscription (inc. VAT £67.70)	£406.18
Community Action Suffolk	Insurance renewal 01/04/26-31/03/27	£904.38
Mrs R H Leggett	Stage 2 NP	£2,021.20

All payments AGREED.
- iii) **To ratify payments made between meetings:** AGREED  
Salhouse 2000 (Jubilee Hall hire up to 31<sup>st</sup> March 2026) £280.00
- iv) **To note payments paid by Direct Debit:** NOTED  
Lloyds monthly bank charges (24/03/26) £4.25
- v) **To confirm acceptance of Insurance**  
Renewed insurance with Community Action Norfolk (Ansvar) for 3 year deal – 1st year premium £904.38
- vi) **To note SUCT rent review notification effective October 2026**  
Noted rent increase from £398 (approx. 11% increase) to £442 per annum for next 3 years (+£44).

**vii) To consider purchase of new laptop for Clerk**

Delegated authority was given to the Clerk to purchase a laptop up to the budgeted amount of £1000.00.

**viii) To consider Councillor planning training**

Clerk to investigate training options.

**ix) To consider and agree donation to Church towards maintenance**

AGREED to donate £1000 as per budget.

**x) To consider grant applications received**

AGREED grant to Salhouse Community Events for £456.

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

- *General Correspondence*
- *NPTS newsletter*
- *Invitation to BDC Town & Parish Council Forum - Tuesday, 14th April 2-3pm – online*
- *Sibling Support Sponsored Run*
- *CPRE Parish Council Alliance - NPPF review*
- *Parish Footpath Audit - Norfolk Area Ramblers – PC to reach out to Ramblers.*
- *Parishioner email re 28 Station Road/footpath flooding*
- *Broadland Community Awards 2026 - Nominations OPEN!*

**12. Any items for the Annual Parish Council meeting on Monday 11<sup>th</sup> May 2026**

FC request for extension of contract.

Meeting closed: 20:11