

**Minutes of the Salhouse Parish Council meeting  
held on Monday 10<sup>th</sup> January 2022 at 7.30pm  
at the Jubilee Hall, Lower Street, Salhouse**

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

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

**Members of Public:** 7

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 any apologies for absence**  
Apologies were received and accepted from Martin Nudd (personal).
- 2. To receive Declarations of Interest in items on the agenda and applications for dispensations**  
Cllr. Cooper declared an interest on recreation ground issues as Trustee of Salhouse United Charities Trust.
- 3. To approve the minutes of the Parish Council meeting of 13<sup>th</sup> December 2021**  
The minutes of 13<sup>th</sup> December 2021 were proposed to be approved by Cllr. Redburn; seconded by Cllr. Yallop; all AGREED by a show of hands and signed by the Chair.
- 4. Chair's Report, to include consideration to any matters arising, not on this Agenda**  
No report this month.
- 5. Public Participation and to receive District and County Councillor reports**  
District/County Councillor Fran Whymark sent apologies to the meeting. A report was received, and brief outline read out by the Clerk:  
I wanted to make you aware of the launch of NIDAS – Norfolk Integrated Domestic Abuse Service. This is a collaboration between the Office of the Police and Crime Commissioner for Norfolk, Norfolk County Council, Norwich City Council and South Norfolk and Broadland District Councils. This will be a dedicated support service for people experiencing domestic abuse in Norfolk, including children and young people. In addition there will be the offer of recovery programmes, co-ordinated multi agency support (from initial contact) and through the court process. There will also be training for professionals, enhancing their understanding of domestic abuse.  
Starting today there will be £200k of repairs and updates to road markings being undertaken on the NDR starting at the Fakenham Rd and working back to Postwick. There may be some lane closures, but the road will remain open with work being undertaken outside of peak times.  
A member of the public spoke regarding planning application 20212212 raising concerns over the way the application has come about and noting that this site has been trading for some time but not as originally planned for.
- 6. Planning:**
  - i) To receive a planning report**  
Report was circulated, no further comments.
  - ii) To consider the following planning applications:**
    - 20212212** - Black Barn Farm, Norwich Road, Salhouse, NR13 6QG - Change of use of agricultural barn to mixed uses. Retrospective; loose boxes, haystore and tackroom with change of use of outdoor space to mixed livestock grazing including equestrian, caravan pitches and retention of bunding. New parking area  
**Resolution:** Support, however, to include comments regarding the description of the application; Neighbourhood plan policies EMP1, OE3 and OE4; caravan/campsite noise concerns; impact on road/vehicle movements and signage.
    - 20212214** - 30 Station Road, Salhouse, NR13 6NY - Erection of garden room  
**Resolution:** No Objection

**20212219** - Salhouse Broad Campsite, Lower Street, Salhouse - Installation of 4 shower cubicles, 1 aquaboost pump unit and 4 composting toilets

**Resolution:** Support, with a condition to plant a screen around and reinstate and maintain the existing boundary hedge.

**iii) Any other planning matters**

It was raised by Councillor Yallop to investigate further the walking route from Salhouse train station to Norwich Road and if any improvements can be done for the safety of pedestrians. To be included on next agenda.

**7. To receive reports, and agree any actions arising:**

**i) SAM2 data**

Report circulated – no further comments.

**ii) Team Salhouse**

Report circulated – no further comments.

**iii) Tree Steward**

On 5<sup>th</sup>/6<sup>th</sup> February 330m of hedgerow planting is scheduled. To look at a location at the recreation ground for tree planting ahead of Operation London Bridge.

**iv) War Memorial**

The Stonemason hopes for the works to be completed within the next 2 weeks.

**8. Playing Field and Recreation:**

**i) To receive report regarding the Playing Field, and discuss any actions arising**

Hedge cutting has been carried out. MUGA path to be treated when weather permits.

**ii) To discuss/update on 'The Queen's Platinum Jubilee Celebrations'**

Arrange for a member of the Council to attend the Jubilee Hall committee meeting to discuss further. Cllrs. to make suggestions for consideration at next meeting.

**iii) Any other playing field and recreation matters**

The wireless MUGA lighting installation should be completed by the end of January.

**9. Highways and Footpaths:**

**i) To receive Highways and Footpath report**

Report was circulated. Cheyney/Topcliffe Avenue verges to be added to next agenda for consideration of improvements, suggested Grasscrete.

**ii) To update on footpath Rights of Way deadline 2026**

Cllr. Ball to identify historic paths to be applied to be included on the definitive map.  
2 members of public left 20.17.

**iii) Any other Highways and Footpath matters**

Cllrs. to compile list of parish highways issues by end of January for Clerk to pass to the Streetscene inspector ahead of visit w/c 14/02/22.

**10. Finance and Administration:**

**i) To note monthly bank reconciliation report**

AGREED by all.

**ii) To approve payments:**

The following payments were AGREED by all:

|                            |                              |          |
|----------------------------|------------------------------|----------|
| S J Martin                 | December Salary and expenses | £ 699.38 |
| The Norfolk Pension Fund   | December                     | £ 201.69 |
| Paul Green                 | Maintenance December         | £ 166.25 |
| Broadland District Council | Dog/Litter bin emptying      | £ 949.00 |

**iii) To consider Data Protection Officer contract**

It was AGREED review in March.

It was noted correspondence from the ICO to which the DPO will respond.

- iv) **Any other Financial/Administration matters arising**  
To note clerk training on Internal Audit and Essential Seminar.

**11. Budget:**

**i) To approve the Budget for 2022/23**

The Budget for 2022/23 was proposed by Cllr. Yallop; seconded by Cllr. Redburn and AGREED by all.

**12. Assets of Community Value (ACV)**

**i) To receive update from Working Group and consider any actions arising**

The AVC working group met on 18<sup>th</sup> November 2021. An item for the next agenda is to consider the renomination of the ACV on 82b Lower Street which notification from BDC has been received since this agenda was published confirming the ACV is due to expire on 26<sup>th</sup> March 2022. The recommendation from the working group would be not to reapply.

**13. Flooding Working Group**

**i) To receive update from Working Group and consider any actions arising**

A meeting has been arranged with the Highways Engineer and member from the Strategic Flood Alliance Group to look at issues on Hall Drive and Howlett's Loke.

**14. Emergency Response Working Group**

**i) To receive update from Emergency Response Working Group/Good Neighbour Scheme Response Team (GNSRT) and consider any actions arising**

The GNRST was discussed. It had been advertised in the SAGA magazine twice asking for volunteers to come forward to run this Community Scheme, but unfortunately no interest received. It was discussed advertising one further time and if no support to terminate this Scheme.

There is an emergency plan set up for the Community.

**15. Consultations:**

**i) Public consultation on regional Transport Strategy**

**ii) Police Budget consultation**

It was AGREED for individuals, including members of the public, to submit responses to both of these consultations.

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

All noted.

*General Correspondence*

*NALC newsletters (inc. Wellbeing)*

*Police Parish Newsletter*

*Broads Briefing*

*Greater Norwich Local Plan Examination Hearings*

**17. Any items for the next Parish Council meeting on Monday 14<sup>th</sup> February 2022**

Cheyney Avenue verges.

ACV nominations.

Invite Police BEAT Manager to meeting.

Meeting closed 20.37.