Minutes of the Salhouse Parish Council meeting
held on Monday 12 October 2026 at 7.00pm
in the Jubilee Hall, Lower Street, Salhouse

Present: Robert Cooper (Chair), Gary Browne, Andrew Peachment, Stephen Jeffery, Julie Redburn and Ben Hazell.

In Attendance: Sarah Martin, Parish Clerk **Members of Public:** 5

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 received and accepted from Cllr. W. Browne (personal).

2. **To receive Declarations of Interest in items on the agenda and applications for dispensations**
None.

3. **To approve the minutes of the Parish Council meeting held on 5 October 2026**
The minutes of meeting 5 October 2026 were proposed to be approved, with no amendment, by Cllr. Redburn and seconded by Cllr. Hazell - AGREED by all and signed by the Chair.

4. **Chairs report**
5. The Chair reported that the Remembrance Service will take place on Sunday 8 November at 10.50am at All Saints Church, where a poppy wreath will be laid on behalf of the Parish.
Two longstanding members of the Speedwatch group are stepping down. The Council thanked both for their years of voluntary service. Further volunteers will be sought through the SAGA magazine.
A letter has been sent to stakeholders regarding the Salhouse School planning application, and the PC's disappointment with the process, which was approved by the NCC planning committee on 25 September 2026.
The Parish Council has written to the bus companies regarding buses that are late or fail to turn up. No responses have been received to date.
Jubilee Hall Christmas Fayre Keep safe in darker evenings.

6. **Public Participation and to receive District and County Councillor reports**
Apologies received from County Councillor Ed Matthews – no report sent.
District Councillor Martin Murrell spoke regarding Community Governance review and boundary change now that GT16 has been approved. Road closures within this application mean parishioners will have to leave their parish, go through another parish, before re-entering the parish again. Community review can take up to 1 year and effective the April following. BDC Scrutiny committee noted £200,000 overspend on Broadland Country Park, going against constitution. At next full Council meeting DC Murrell to put in a motion of no confidence in the Scrutiny group.
District Councillor Fran Whymark raised the County Park was budgeted for £1.6m, asked for overspend approval of revised budget £2.3m, therefore overspend in £700,000 from original budget. It is expected the DC elections to take place May 2027, and possible Mayoral election at same time. NPPF change to National Scheme of Delegation where only plans which over 10 houses will go to committee unless criteria met to 'call in'. Chair of planning committee has overriding vote on applications within committee.
New Magna medical centre is now open.
A question raised by a member of the public regarding the boundary change as to if the plans will be made public and how will affect the precept.

7. Planning:

i) To note planning report – circulated – no further comments.

ii) To consider comments to the following planning applications:

2026/2888 - 42 Lower Street, Salhouse, Norfolk, NR13 6RH- Single storey rear extension including rooflights and roof-mounted solar panels

PC comment: No objection. Comment re: dark skies and conservation area.

iii) To ratify the GNLP response submitted – RATIFIED by all.

iv) To consider any comments to planning applications received after the agenda published

2026/2764 - Mousehold Farm, 95 Norwich Road, Rackheath, Norfolk, NR13 6FB - Construction of a steel-portal-framed building for primary seasonal agricultural storage (forage crops and farm machinery) with a secondary, seasonal winter only use as a low-impact indoor riding arena, utilizing existing concrete farm hardstandings for vehicle parking. Installation of pv solar array

PC comment: No objection. Comment re: visibility splay and ensuring development be carried out in accordance with the approved plans.

District Cllrs. Fran Whymark and Martin Murrell left the meeting 19:38

NCC FUL/2026/0019 – Salhouse Primary School extension – submission of discharge of conditions Applications.

AGREED for Cllrs. to review documents re: **DIS/2026/0032** Discharge of condition 4 (construction site traffic management) and agree a comment to submit and ratified at next meeting.

8. Playing Field and Recreation:

i) To receive a report from working group

Monthly meeting held with football club – no issues raised.

ii) To consider revisiting the approach to Salhouse United Charities Trust regarding lease updates, including lease renewal/extension, new equipment, and the football club's request to train throughout the year.

Clerk to request PC attendance at the charities trustee meeting on 2 November 2026.

iii) To update on community gardening day

Disappointing turnout with only 3 in attendance, although many tasks completed. Next date suggested in Spring.

iv) To consider and agree hedge cutting inside recreation ground and along Thieves Lane

AGREED by all – clerk to arrange.

9. Highways

i) To receive SAM2 data

Data from Norwich Road for 1-31 October 2026 circulated and shared with the police. Also raised at recent Police priorities meeting attended. Excessive speeds noted.

ii) To consider bids for Parish Partnership Scheme 2027/28

It was AGREED to submit a bid for a SAM3 for use within the village.

To investigate a trod path again along Norwich Road from Station Road to opposite Black Barn.

Noted a refund of £922.11 from gateways bid which can be used for this bid if successful.

10. Neighbourhood Plan (NP)

i) To receive update regarding NP review

Consultation now closed. The Steering group will meet to review responses and agree any amendments to the draft plan before proceeding to the next stage.

Chair of PC and Chair of steering group to attend BDC NP meeting on 21 October 2026.

11. Finance and Administration:

i) To note monthly bank reconciliation report – AGREED by all.

ii) To approve payments:

S J Martin	September Salary - NET & Expenses	£1,338.93
The Norfolk Pension Fund	September (EE & ER)	£316.21
Paul Green	Maintenance September 26 (1264)	£582.50
PKF Littlejohn LLP	External Audit 2025/26 (inc. VAT £63.00)	£378.00
Norfolk Parish Training & Support	Cllr. budget training (inc. VAT £10.40)	£62.40
Norse Eastern Ltd.	Path spraying recreation ground (inc. VAT £18.87)	£113.24
Salhouse United Charites Trust	Annual rent	£442.00
Parish online (Geoxphere)	Mapping service (inc. VAT £17.60)	£105.60
Rackheath PCC	Grant - Salhouse Church Maintenance	£120.00

All payments AGREED.

iii) To note conclusion of external audit

Noted – no issued raised.

iv) To consider renewal of Rescue Ready Plan for village defibrillators

Confirmed the renewal was sent to wrong PC in error. PC to pay for consumables as and when required.

v) To consider the quote for an external update on changes to Data Protection legislation applicable in 2026 (£320 + VAT)

It was AGREED to review model documents with NPTS in the first instance.

vi) To consider annual renewal of Parish Online mapping service (£105.60 inc. VAT £17.60)

It was AGREED to subscribe for a further year to assist with the Neighbourhood Plan.

12. Consultation:

- Proposal for Sprowston with Beeston St Andrew Neighbourhood Plan (Revised 2024-2040) – Statutory Consultation on Submitted Plan (Reg. 16)

Individual responses to be submitted.

- BDC Public Spaces Protection Order (PSPO)- vehicle-related anti-social behaviour

The PC answered **'Yes'** to the following two consultation questions:

- Do you agree with the regulatory controls contained within the existing PSPO?
- Do you agree with the proposal to extend the existing PSPO for a further three years?

13. To receive correspondence and agree response – noted.

- *General Correspondence*
- *NPTS newsletter*
- *BDC Neighbourhood Plan Network Meeting 14.10.2026*
- *Highways correspondence re: SAM2/3*
- *Free Mental Health Awareness in the Community, 20 October, 12-2.30pm, Rackheath Community Centre*
- *Broadland Development Management Peer Review*
- *Free community climate action training* – Clerk to attend on 1 December 2026.
- *Parishioner letter re bus issues in village*

14. Any items for the Parish Council meeting – Monday 9 November 2026

Draft budget.

Meeting closed: 20:47