

**Minutes of the Salhouse Parish Council meeting
held on Monday 8th November 2021 at 7.30pm
at the Jubilee Hall, Lower Street, Salhouse**

Present: Bob Cooper (Chair), Colin McCormick, Julie Redburn, Nick Ball, Lynn Yallop and Steve Jarvis.

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 3

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 and Andrew Peachment (work commitments).

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

Cllr. Cooper declared an interest in item 6ii (20211935) and as Trustee of Salhouse United Charities Trust.

3. To approve the minutes of the Parish Council meeting of 11th October 2021

The minutes of 11th October 2021 were proposed to be approved by Cllr. Redburn; seconded by Cllr. Ball; all AGREED by a show of hands and to be signed by the Chair.

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

The Chair welcomed everyone to the public meeting and thanked them for turning out in the dark and colder evenings, which is when virtual meetings are missed.

It was noted the Parish Council received on behalf of the Community a Memorial Plaque to commemorate the Communities resilience during the year of the Pandemic. It is hoped to be placed on the external wall of the Jubilee Hall for all to see. Thanks were given to everyone who helped during that period and ongoing.

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

District/County Councillor Fran Whymark commented that there previously was a consultation regarding holding hybrid meetings, and is still in discussion, however would need a change in the law.

Broadland District Council (BDC) have obtained further funding for the Norfolk Warm Homes Fund, which helps homeowners and those on low income or with poorly insulated homes. Contact BDC to apply.

'Million Trees for Norfolk' – round 2 is now open and applications for trees can be made directly to Cllr. Whymark.

Norfolk County Council have put in a funding bid to improve bus services, to include cheaper and cleaner buses. It was asked if there would be integrated bus tickets - Cllr. Whymark responded that there are no plans yet for this.

Cllr. Whymark will chase up Highways flood meeting, along with the strategic flood alliance group to look at issues in the Parish, mainly Hall Drive and Howlett's Loke.

A parishioner raised the small speed radar which has appeared on Bell Lane – Cllr. Whymark to investigate with Highways who and why this was placed.

A parishioner reported the 30mph speed repeater sign on Lower Street has still not been replaced and therefore cannot be used for siting the SAM2 device. Clerk to chase with Highways.

6. Planning:

i) To receive a planning report

Report was circulated, no further comments.

ii) To consider the following planning applications:

BA/2021/0414/FUL - Car Park, Salhouse Broad, Lower Street, Salhouse - Extension to car park & improvements to cycle parking

Resolution: in principle to support an application for car park extension, however to request further consideration to drainage, size of spaces, accessible/disabled parking access and allocated spaces, safe cycle storage and electric car provision.

20211897 - Windermere, 85 Norwich Road, Salhouse, NR13 6QQ - Rear & side extensions & alterations

Resolution: No Objection.

Cllr. Cooper left the room 20.02

20211935 - Land to Rear of 68 Lower Street, Salhouse, NR13 6RB - Variation of conditions 2 and 3 of 20171302 Change to external appearance of house plot 3 and amended phasing sequence

Resolution: No Objection.

Cllr. Cooper returned to the room 20.06

- iii) Any other planning matters**
None.

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**
No report this month.
- iv) Village Sign**
The sign maintenance has been completed and the sign to be reinstalled shortly.
- v) War Memorial**
The War Memorial has been cleaned and lettering redone. The straightening works will be carried out after Remembrance Sunday.

8. Playing Field and Recreation:

- i) To receive report regarding the Playing Field, and discuss any actions arising**
No working group meeting held. Netball posts have been put away for winter. Picnic benches have been installed.
- ii) To consider play area repairs**
Two further quotes requested, however not received yet. These have been chased. To postpone until December meeting.
- iii) To update on 'The Queen's Platinum Jubilee Celebrations'**
A local landowner has confirmed they will be lighting a Beacon on 2nd June 2022. Councillors to bring further suggestions for celebrations to the December meeting.
- iv) To consider hedge cutting at entrance to recreation ground to improve visibility**
To meet with contractor on site to discuss actions.
- v) Any other playing field and recreation matters**
It was discussed that no parking permitted on the playing field to prevent damage to the ground.

9. Highways and Footpaths:

- i) To receive Highways and Footpath report**
Report circulated. Improvements to footpath 14 have been carried out.
- ii) To discuss and consider works to Bell Pond**
It was discussed and agreed to obtain a quote to tidy around the pond.
- iii) To receive annual review of street furniture**
Review carried out – no major works/replacements required at this time, although some minor tasks to be actioned. It was discussed adding further tasks to the regular maintenance contract.
- iv) To update on footpath Rights of Way deadline 2026**
Cllr. Ball is awaiting further advice which has been requested.
- v) To update and agree bids for the Parish Partnership Scheme 2022/23**
Awaiting a meeting with Highways to discuss possible bids and obtain costs.
- vi) To update on FP14 missing link and agree any actions**
To defer until December meeting. If not heard from landowner regarding dedication, then supporting evidence will be collected for submitting a modification application.
- vii) To discuss parking on verges Cheyney Avenue**
It was discussed asking Highways for advice on options and if available under the Parish Partnership Scheme.

viii) Any other Highways and Footpath matters

It was reported fly tipping/littering within Rackheath Parish to be reported.

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	October Salary & Expenses	£862.70
The Norfolk Pension Fund	October contribution	£196.60
Paul Green	Maintenance September (1069 & 1070)	£466.71
Norse Eastern Ltd.	Grass Cutting Recreation Ground (inc. VAT £77.49)	£464.93
Norfolk ALC	Training Operation London Bridge x 2 (inc. VAT £9.00)	£ 54.00
Westcotec	SAM2 Norwich Road (PP Scheme 21/22) (inc. VAT £751.20)	£4,507.21
Malcolm Garner	Team Salhouse expenses (inc. VAT £12.77)	£ 76.58
Community Action Norfolk	Charity Training	£228.80
Salhouse 2000	Room Hire	£ 84.00

iii) To update on Parish Council open day

It was AGREED that this would be postponed until the new year. Taylor Wimpey to hold a public consultation regarding the Rackheath Masterplan mid/end January 2022.

iv) To review and agree meeting dates for 2022

Meeting dates AGREED – to be published.

v) To review and adopt the following policies:

Information Audit

Policy approved with no amendments.

Policy for Training & Development

Policy approved with no amendments.

vi) Budget 2022/2023 – to receive any suggestions for new projects to be included

It was discussed including a budget for further Parish Maintenance, including play area, and for Operation London Bridge and Coronation.

vii) To discuss and consider Operation London Bridge

Cllr. Redburn presented a report. The action plan was agreed and further update at December meeting.

viii) Any other Financial/Administration matters arising

None.

11. Assets of Community Value (ACV)

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

No working group meeting held. To chase training with BDC.

12. Flooding Working Group

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

Awaiting meeting with Highways and Norfolk Strategic Flood Alliance Group – to be chased.

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

All noted.

General Correspondence

NALC newsletters (inc. Wellbeing)

Police Parish Newsletter

Broads Briefing

14. Any items for the next Parish Council meeting on Monday 13th December 2021

Meeting closed 21.21