

**Minutes of the Salhouse Parish Council meeting
held on Monday 18th July 2022 at 7.00pm
at the Jubilee Hall, Lower Street, Salhouse**

Present: Colin McCormick (Chair), Andrew Peachment, Julie Redburn, Lynn Yallop and David Francomb.

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 Cllr. Cooper (personal).
- 2. To receive Declarations of Interest in items on the agenda and applications for dispensations**
Cllr. McCormick declared an interest in planning item 20220711 as a neighbour to the development.
- 3. To approve the minutes of the extraordinary Parish Council meeting of 13th June 2022**
The minutes of 13th June 2022 were proposed to be approved by Cllr. Redburn and seconded by Cllr. Yallop; with no amendment - all AGREED by a show of hands and duly signed by the Chair.
- 4. Chair's Report, to include consideration to any matters arising, not on this Agenda**
Cllr Cooper has had an accident and sent apologies -we wish him a speedy recovery.
A parishioner will be speaking regarding a possible community buy out of The Bell Public House.
- 5. Public Participation and to receive District and County Councillor reports**
 - District Cllr. Martin Murrell sent apologies to the meeting.
 - District /County Cllr. Fran Whymark reported on:
Broadland District Council purchase of the Horizon Centre on Broadland Business Park is going through, and offices relocated at the end of this year. The offices on Thorpe Road will be sold.
On 1st July the Integrated Care System began which joins up health and social care to give people the support they need.
 - A parishioner spoke regarding a possible community bid for The Bell Public House. A public consultation has been arranged to seek support. The PC were invited to attend the meeting.
 - A parishioner spoke re planning applications 20220711 stating that root protection areas should be shown on plans where there is drainage; and 20221003 stating more trees could be planted.
The Chair suggested the comments and any plans could be submitted direct to the planning authority.
A parishioner comments about the planning application 20221125 and incorrect information submitted on the application form regarding the building once being a residential property. Further comments were raised on how the planning authority deals with planning applications including that retrospective or without planning consent.
 - A parishioner raised if planning 20221125 was eligible under permitted development, and the length of time enforcement cases take to be resolved.
The Chair commented that enforcement is confidential and therefore cannot be discussed.
 - A parishioner spoke regarding Muck Lane and restricted access/closing of the road and hoped that the PC will support closing this road.
The Chair commented that the PC has submitted all comments which have been raised by Councillors and members of the public to the planning authority regarding application 20220663. A response from Highways is still outstanding.

Action: to review correspondence sent.

One parishioner left 19.41

6. Planning:

i) To receive a planning report

Report circulated – no new decisions reported, therefore no further comments.

ii) To consider comments to the following planning application(s):

20220711 - Meadow Hill, 90 Lower Street, Salhouse, NR13 6AD - Details reserved by condition 3, 4, 5, 7 and 17 of planning permission 20201960 - materials, drainage details and highway details. Cllr. McCormick abstained from this item.

Comment: Objection – comments regarding drainage and run off and question the reason behind applying for the discharge of conditions.

20220942 - 64 Woodside, Norwich Road, Salhouse, NR13 6QG - Single storey front extension.

Comment: No Objection.

20221003 - Land off Green Lane East, Little Plumstead - Reserved Matters Application for Details of Appearance, Layout, Landscaping, Scale and Access of 130 Residential Dwellings & a Medical Centre following Outline Planning Permission 20200202

Comment: No Comment.

20221012 - Fairhaven, 3 Wrights Meadow, Salhouse, NR13 6FF - Single storey rear extension.

Comment: No Objection.

20221125 - 48 Lower Street, Salhouse, NR13 6RH - Conversion of hair salon to dwelling

Comment: Application within conservation area and therefore impact to be considered, also incorrect classification and description on application.

7. To receive reports:

i) SAM2 data

Report circulated – no further comments.

ii) Team Salhouse

Report circulated – no further comments.

iii) Tree Steward

The Tree Steward reported on the trees which have been successfully planted in the Parish and homes for trees at the tree nursery.

8. Working Groups

i) To review Terms of Reference of working groups

The Terms of Reference were agreed to remain as individual terms. Quorate numbers to be amended to 2 per group. No further amendments.

A member of the public left at 20.20

9. Playing Field and Recreation:

i) To receive report regarding the Playing Field

Working group to arrange meeting.

Ongoing investigation into the ownership of the toilet block - agreed to seek legal guidance.

ii) To receive the annual play area inspection report, and agree any actions

Annual inspection carried out by RoSPA in June. PFMG to review.

iii) To update, discuss and agree contract for field hire

A further meeting is to be arranged with the FC to ensure lease with landowner is complied to.

10. Highways and Footpaths:

i) To receive Highways and Footpath report

Report circulated. It was noted the FP14 missing link dedication.

The request for a permissive path from Norwich Road to Sandhole Lane has been declined by the landowner.

Highways have authorised the information board to be relocated next to the bench on Hall Drive.

ii) To receive update regarding grant funding application towards PP schemes

No further update – to be followed up.

iii) To consider bids for the Parish Partnership Scheme 2023/24

Bids to the Parish Partnership scheme 23/24 are open until 9th December 2022. Cllrs. to suggest ideas at the next meeting to be investigated with the Highways Engineer.

iv) To update on footpath dedications to definitive map

The missing link on Footpath 14 (Hall Drive) has been dedicated by the landowner and will be updated on the definitive map in due course. Thanks to be sent to landowner.

Investigation going ahead for missing footpaths on the definitive map. Research at Norfolk Records Office to be undertaken for evidence.

11. Finance and Administration:

i) To note monthly bank reconciliation report

AGREED by all.

ii) To approve payments:

S J Martin *	June Salary & Expenses	£ 863.90
HMRC *	June PAYE/NI	£ 13.40
The Norfolk Pension Fund *	June contribution	£ 245.73
Paul Green	Maintenance June 22 (1088)	£ 292.75
Salhouse 2000	Hall hire Apr/May/June 22	£ 66.00
Linda Smith	Team Salhouse expenses	£ 25.99
K F Back	Electrical installation MUGA lighting	£ 403.60
Sue Lake	Internal Audit 2021/22	£ 100.00

All Payments AGREED. (*paid prior to this meeting – ratified by all)

iii) To agree legal support

It was proposed by Cllr. Yallop; seconded by Cllr. Redburn For Wellers Hedley to be the preferred supplier for legal support/advice. This was AGREED by all.

iv) To review earmarked reserves

No comments raised.

12. To receive correspondence and agree response (if any) – All noted.

General Correspondence

NALC newsletters (inc. Wellbeing)

Norwich Western Link project update

Broads Briefing

Parishioner correspondences' regarding Muck Lane/Rackheath Masterplan

Community at Heart Awards - Nominations Open (closes 12th September 2022)

Temporary closure of U57146 Station Road in the parish of Salhouse - New electrical connection works (NTRO5520) (18th to 22nd July 2022)

13. Any items for the Parish Council meeting on Monday 12th September 2022

No new items raised at this time.

Meeting closed 20.43