

**Minutes of the Salhouse Parish Council meeting
Held on Wednesday 22nd September 2021 at 7.30pm**

Present: Bob Cooper (Chair), Colin McCormick, Martin Nudd, Andrew Peachment, Julie Redburn and Steve Jarvis (19.36)

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 any apologies for absence

Apologies for absence were received and approved from Cllr's. Yallop and Ball (both personal).

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

The following interests were declared: Cllr. Cooper in item 8 as Trustee of Salhouse United Charities Trust; Cllr. McCormick on item 6ii 20211960 and item 10iii, and Cllr. Nudd on item 6ii 20211630.

3. To approve the minutes of the Parish Council meeting of 16th August 2021

The minutes of 16th August 2021 were proposed to be approved by Cllr. McCormick; seconded by Cllr. Redburn; all AGREED by a show of hands and signed by the Chair.

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

Cllr. Cooper mentioned the road closure on Lower Street on 11/10/21 to repair the Anglian Water utility access hole and the water leak repairs at Topcliffe Avenue/Thieves Lane, which had been reported on 8/9/21. There is being held a Police Priority Setting Meeting on 27th September 2021 at 6pm, virtually, open for all to attend.

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

District/County Councillor Fran Whymark was unable to attend the meeting, but a report had been circulated. A parishioner spoke regarding issues along Thieves Lane including parking when football matches are taking place, the speed to buses and flooding. The Chair noted the comments, and that FC parking is on the agenda for Councillors to discuss, however the PC has been in contact with the FC on this matter.

The Chair of Wroxham PC spoke about the history regarding the proposed 30mph speed reduction along Salhouse Road/Bell Lane in which it hoped Salhouse PC would support this road safety measure. It was suggested the two PC's working together to see a further speed reduction along this route of 40mph.

A Wroxham PC Councillor also spoke about the increased volume and speed of traffic.

A parishioner mentioned the Rackheath Masterplan and acknowledged that it will go ahead but can look at what benefits it could bring to the Parish.

A Parishioner reported on the speedwatch conducted in Mill Road today along with PC Dan Beales and the vacancy for a Beat Manager for the area.

A parishioner spoke about the overgrown footpaths, in particular FP11.

6. Planning:

i) To receive a planning report

Report was circulated, no further comments.

ii) To consider the following planning application:

20211471 - Lonicera, 96 Norwich Road, Salhouse, NR13 6PB - Sub-division of plot & erection of two detached houses (Self Build Plots) (Outline)

Resolution: Objection – based on outside of settlement limit.

Cllr. Nudd abstained for application 20211630 and left the room at 19.57.

20211630 – 82B Lower Street, Salhouse, NR13 6AD - Change of use from office to residential

Resolution: To submit an observation on the floor space not complying with the nationally described space standard.

Cllr. Nudd returned to the room at 20.03.

20211652 - Lavender Hill, Chapel Loke, Salhouse, NR13 6RA - Internal alterations and proposed new porch

Resolution: No Objection.

BA/2021/0198/COND - Haughs End Road, Lower Street, Hoveton, Norfolk - Changes to design of barriers, variation of conditions 2, 11 & 12 of permission BA/2016/0228/COND

Resolution: No comments.

- iii) **To discuss and consider any further comments/amendments to planning application appeal for 20211960** - Meadow Hill, 90 Lower Street, Salhouse, NR13 6AD - Proposed Development: Residential development of 4 new dwellings, bin store & new access drive

Resolution: No further comments.

- iv) **To receive and agree report on the Neighbourhood Plan effectiveness and action points**

Agreed at previous meeting. This has now been placed on the website and will be reviewed annually.

- v) **Any other planning matters**

To note the planning application at Salhouse Train Station for Lawful Development (Demolition of Station Building) has still not been determined. Update to be requested.

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

- i) **SAM2 data**

Data collected on Bell Lane between 13/08 and 16/09/21 circulated. It was noted the number of vehicles exceeding the speed limit when entering the village.

- ii) **Team Salhouse**

Report circulated, not further comments. Thanks given to the volunteers.

- iii) **Tree Steward, including Salhouse Queen's Green Canopy draft proposal**

Tree Steward report circulated – no further comments. Queen's Green Canopy draft proposal to be postponed to October meeting.

- iv) **Village Sign**

Maintenance works to the village sign almost complete.

- v) **War Memorial**

Tree works have been authorised by Broadland District Council, and to be conducted prior to cleaning/repainting and levelling of memorial.

8. Playing Field and Recreation:

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

It was reported the defibrillator and picnic benches have been ordered.

- ii) **To update on play area repairs**

Quote to be reviewed by working group for repairs.

- iii) **To update on 'The Queen's Platinum Jubilee Beacons' event 2nd June 2022**

An email has been sent to landowner, but no response received yet.

- iv) **To discuss and consider renaming/dedication of playing field**

It was AGREED to 'dedicate in memory of Peter Jefford' the recreation ground. Working group to propose signage.

- v) **To consider car parking along Thieves Lane/Ward Road during football matches**

The FC have taken steps to address the issue of parking on match days including parking on field; cones on road; and additional parking at Jubilee Hall (agreement between FC and Jubilee Hall committee). The FC have said that if problems persist, they will only hold one match at a time. It was also noted to speak to the FC regarding dogs not permitted on the playing field.

- vi) **To consider hedge cutting at entrance to recreation ground to improve visibility**

Quote requested, but not yet received.

vii) To discuss Churchyard maintenance

Comments regarding the untidy Churchyard have been passed on and it has been informed that this is being addressed.

viii) Any other playing field and recreation matters

Awaiting confirmation date for when electrical works can commence for the MUGA.

9. Highways and Footpaths:

i) To receive Highways and Footpath report

Report circulated. It was AGREED to write to landowners regarding their duties with overgrowth.

ii) To discuss and consider works to Bell Pond including relocation of information board

It was noted the response from the conservation group who had been contacted regarding help to clear the pond, which unfortunately they are unable to assist with. Cllrs. McCormick and Redburn to look at further options, to include the relocation of the information board which was AGREED.

The repairs to the fence have been instructed.

iii) To update on footpath Rights of Way deadline 2026

To be postponed until October meeting to discuss further. It was also discussed having information at a PC Open Day for parishioner comments.

iv) To discuss and consider bids for the Parish Partnership Scheme 2022/23

It was AGREED to investigate further with Highways a further trod path along Norwich Road (from Station Road to existing trod path); a path from Ward Road to playing field; a path along Honeycombe Road from mini roundabout to houses; and enquire if passing places are part of the scheme and if so installation along Howlett's Loke.

One member of public left 20.43.

v) To discuss and agree footpath 14 works

It was AGREED for the PC to contribute top up costs to improvements along FP14. There is a Norfolk County Council s106 fund allocated specifically for this project, which will cover the majority of the cost.

vi) To discuss and consider speed safety scheme request along Honeycombe Road

It was AGREED to request a speed reduction to 40mph along Honeycombe Road.

vii) To discuss Bell Lane Speed reduction PGA019

It was AGREED to withdraw the PC's objection and to support the 30mph speed reduction as per the consultation.

viii) Any other Highways and Footpath matters

To seek advice from Highways regarding the filling in of the unofficial passing places along Howlett's Loke.

10. Finance and Administration:

i) To note monthly bank reconciliation report

Proposed to be approved by Cllr. Nudd; seconded by Cllr. Peachment - all AGREED.

ii) To approve payments:

The following payments were ratified as paid between meetings:

S J Martin	July Salary & Expenses	£827.55
HMRC	July (PAYE)	£ 53.50
The Norfolk Pension Fund	July Pension Contribution	£248.55
Paul Green	Maintenance July (1058)	£334.75
S J Martin	August Salary & Expenses	£718.84
The Norfolk Pension Fund	August Pension Contribution	£168.08
Paul Green	Maintenance August (1061)	£326.50

The following payments were AGREED:

Salhouse United Charities Trust	Annual Field Hire Recreation ground	£338.00
The Community Heartbeat Trust	Defibrillator (FC) and Annual Support 4 years	£2,540.00

- iii) **To consider donation request from CPRE**
Cllr. McCormick abstained from this item.
It was proposed by Cllr. Cooper; seconded by Cllr. Peachment and AGREED by all to donate £50.00.
- iv) **To consider Parish Council open day**
It was discussed arranging a date in November. Availability of hall to be checked.
- v) **To consider Supporting the Armed Forces Covenant for Parish Councils**
It was AGREED not to sign the covenant at this time, but this may be revisited at a later date.
- vi) **To approve Clerk training Operation London Bridge**
This was AGREED along with Cllr. Redburn attending.
- vii) **To note NALC Share Certificate**
Noted.
- 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**
It was noted a letter from Broadland District Council (BDC) informing of the triggered ACV and moratorium period. The working group will meet to discuss this and bring a proposal to the next meeting for full PC consideration.
Community Groups who may be interested in putting in a bid and therefore extending the moratorium period are to contact BDC directly.

12. **Flooding Working Group**

- i) **To receive update from Working Group and consider any actions arising**
No Update. No response received from a meeting request with Highways and the Strategic Flood Alliance Group.

13. **Emergency Response Working Group**

- i) **To receive update from Emergency Response Working Group/Good Neighbour Scheme Response Team (GNSRT) and consider any actions arising**
No update at this time. No requests for help received.

14. **Consultations:**

- i) **Hoveton Great Broad Restoration Project - Flood Risk Activity Permit Application - Minded to Consultation**
It was AGREED for no comment.
- ii) **Broadland & South Norfolk Accommodation Review – consultation**
It was AGREED that the PC had noticed no changes.
- iii) **Broadland DC - Review of Hackney Carriage and Private Hire Vehicle Policy and Conditions**
It was AGREED for no comment.
- iv) **Transport for Norwich Strategy Consultation**
It was AGREED for no PC comment, but Cllrs. to submit individual responses.
One member of public left 21.26

15. **To receive update regarding Jubilee Hall, and consider any actions**

No further actions as it had been reported new Trustees had come forward.

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

All noted.

General Correspondence

NALC newsletters (inc. Wellbeing)

Police Parish Newsletter

Broads Briefing

Broadland DC 'Choices' unemployment programme information

Police forum update

Parishioner correspondence regarding the 'Rackheath Masterplan' – to inform of PC Open Day planned for November, in which Taylor Wimpey will be invited to give a presentation.

Parishioner correspondence regarding ACV

Notification of Greater Norwich Local Plan Submission

The Broadland Community Clear Up 2021

Appeal Panel - Tree Preservation Order – Wood Green, Salhouse

Greater Norwich Sport and Physical Activity Strategy (Survey)

BDC – Asset of Community Value - Bell Public House

- 17. Any items for the next Parish Council meeting on Monday 11th October 2021**
S137 Poppy Wreath.

Meeting closed 21.33