

**Minutes of the Salhouse Parish Council meeting
held on Wednesday 12th April 2023 at 7.00pm
in the Jubilee Hall, Lower Street, Salhouse**

Present: Robert Cooper (Chair), Colin McCormick, Julie Redburn, Andrew Peachment, David Francomb and John Leathers.

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 14

For the benefit of the public, all votes taken were by a show of hands and/or a verbal response from each individual Councillor.

MINUTES

1. To receive and accept any apologies for absence

Apologies were received and accepted from Nick Ball and Lynn Yallop (personal).

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

Cllr. Cooper declared an interest in recreation ground items as a Trustee of SUCT.

Cllrs. McCormick and Redburn declared interests on item 10 as members of the event group.

3. To approve the minutes of the Parish Council meeting of 6th April 2023

The minutes of 6th April 2023 were proposed to be approved with no amendment by Cllr.

Francomb and seconded by Cllr. Redburn - 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

Notice has been received from the District Council that Salhouse Parish Council has an uncontested election in May in which 7 out of the 11 seats have been filled by election. There are still 4 seats which can be co-opted after the 4th May, if you are interested please contact the Parish Clerk.

There has been a couple of extra-ordinary public meetings over the last few weeks which were unavoidable for the PC to make decisions on insurance cover, the Kings Coronation event and planning and licencing issues within the Parish. As always, the Parish Council strongly recommends that if any parishioners have any concerns or comments regarding planning or licencing applications, they send their comments direct to the District Council as they are the Authority to grant decisions on these applications.

The PC has been asked to politely remind all parishioners that Street Wood is private land and public access is not permitted. The landowner has placed signage to advise public to keep out as a Health and Safety issue, however unfortunately this signage has been vandalised, broken, removed and ignored. Please respect private land and only use public rights of ways which are clearly signposted.

Finally, the Annual Parish Meeting is being held next Wednesday 19th April at 7pm in the Jubilee Hall – this is not a PC meeting but a meeting for electors to find out from the PC and other organisations in the Parish what has been going on over the last year and any plans for the next year, also to share suggestions. Everyone is welcome to attend.

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

Apologies were received from District/County Councillor Fran Whymark.

District Councillor Martin Murrell reported on the Rackheath Medical practice planned to open in March 2024; which will be built with a modular construction. Much work has been going on at BDC around elections. Public will need photo ID to vote – more information available on BDC website. The District Councils quarterly report showed many targets met including food waste for the district.

A member of the public spoke about Streetwood and thanked the Chair for mentioning in his report. It was reported that last year bluebells were stolen from the area and reminded the area is not open to the public for Health and Safety reasons. A reminder will go in the next issue of the SAGA. Local landowners will have over 600 sheep on fields in the Parish next year and dog owners were reminded that dogs must be kept on leads whilst on footpaths which cross farmland.

It was reported the dog exercising area off Honeycombe Road is still progressing, however there have been hold ups from planning and Highways.

A member of the public requested that Black Barn Farm be an item on the next agenda, with further information regarding the planning applications and PC comments.

6. Planning:

i) To receive a planning report

Report circulated.

Vice Chair Cllr. McCormick spoke about Black Barn Farm licence application and the PCs objections which have been submitted to the District Council.

The Chair encouraged all parishioners to submit their own comments/concerns on the planning applications direct to the District Council which is the planning authority – the PC is a consultee.

It was mentioned application 20222076 for a caravan site has still not been determined, an extension until 26th May 2023 has been agreed with the agent and case officer.

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

None

7. To receive reports:

i) SAM2 data

No data this month.

ii) Team Salhouse

Report circulated – no further comments.

iii) Tree Steward

No report this month.

8. Playing Field and Recreation:

i) To receive report

Still seeking quotes for car park works.

ii) To discuss and agree any actions regarding village ponds

Awaiting quote for recommended works.

9. Highways and Footpaths:

i) To receive Highways and Footpath report

No report this meeting.

ii) To agree Parish Partnership schemes and sign forms

It was AGREED to sign the acceptance form and pay the 50% PC contribution to NCC for the Honeycombe Road trod phase 2 (£13,350). It was AGREED to pay from CIL monies held. It was discussed postponing the railway bridge and Station Road/Norwich Road PP scheme bids until July to consider proceeding with these projects.

10. Kings Coronation

i) To consider request for dogs on playing field for event

This was AGREED at the meeting held on 6th April 2023 – to allow dogs for this one-day event, but to be kept on leads and cleared up after event.

ii) To discuss and consider donation towards event

It was AGREED at the meeting held on 6th April 2023 the PC to pay for St Johns ambulance to attend the Coronation event at a cost of £250.00.

iii) To consider any other actions

It was AGREED to stipulate that if there is rain or the field is wet no parking to be permitted on the field; and ‘no-parking’ cones must be placed along Thieves Lane/Ward Road and Lower Street on the day of the event.

iv) To update and agree any actions on coronation commemoration

It was AGREED to purchase medals for each child in the school and pre-school; to purchase 4 Coronation lamppost signs; and investigate with the school re: planting of tree in commemoration.

11. Finance and Administration:

i) To note monthly bank reconciliation report

AGREED by all.

ii) To approve payments:

S J Martin	March Salary & Expenses	£1,175.54
HMRC	PAYE	£162.93
The Norfolk Pension Fund	March (EE & ER)	£352.06
Paul Green	Maintenance March 22 (1111)	£213.50
Norfolk PTS	Spring Seminar	£54.00
Glasdon UK Limited	Tidybear liner (inc. VAT £14.18)	£85.09
Community Action Norfolk	Playarea inspection training course	£60.00
Business Services at CAS	Annual Insurance (01/04/23-31/03/24)	£818.91
Salhouse 2000	Jubilee Hall hire (Jan-Mar 23)	£42.00
Norfolk County Council	PP Scheme contribution Honeycombe Road trod P2) CIL	£13,350.00

All Payments AGREED.

iii) To consider annual subscription to:

Norfolk Parish Training & Support
Norfolk ALC

It was AGREED to only subscribe to NPTS for 2023/24.

iv) To review and agree village maintenance contract

The presented contract for 2023/24 was proposed by Cllr. Redburn; seconded by Cllr. McCormick and AGREED by all.

v) To note pension letter

Noted.

vi) To note SUCT rent increase for recreation ground

Noted and AGREED.

12. North Rackheath (GT16) Working group

i) To receive report

The working group has not been able to meet; therefore no report.
BDC advised that the Masterplan is to be re-done and all consultees will be consulted on the new submitted plan; however this will not be before the end of summer.

13. Neighbourhood Plan:

i) To update on Neighbourhood Plan review (expires July 2026)

Clerk to arrange a meeting with BDC to seek advice on reviewing and proceeding with an updated plan.

Cllr. McCormick to carry out a review of existing policies.

Parishioners were welcomed to share any comments.

14. To receive correspondence and agree response (if any) – all noted.

- *General Correspondence,*
- *NALC newsletters (inc. Wellbeing)*
- *New TPO 2022 No. 1 - Land north, east & south of Potters Meadow, Salhouse (new development off Lower Street, Salhouse*
- *SAR/FOI request received*

15. Any items for the Annual Parish Council meeting on Monday 15th May 2023

Black Barn planning application 20222076.

North Rackheath development update.

The Chair mentioned that Cllr. Colin McCormick is stepping down from the PC at elections and gave thanks to Colin for all his hard work whilst on the Council for many years, and will be missed.

Meeting closed: 19.50