

**Minutes of the Salhouse Parish Council meeting  
held on Monday 10<sup>th</sup> February 2025 at 7.00pm  
in the Jubilee Hall, Lower Street, Salhouse**

**Present:** Robert Cooper (Chair), David Francomb, Gemma Hampton, Nick Ball, John Leathers,  
and Julie Redburn.

**In Attendance:** Sarah Martin, Parish Clerk

**Members of Public:** 12

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 received and accepted from Wendy Browne, Gary Browne and Andrew Peachment (all 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 of 13<sup>th</sup> January 2025**

The minutes were proposed to be approved, with no amendment, by Cllr. J. Redburn and seconded by Cllr. D. Francomb - all AGREED and signed by the Chair.

**4. To receive Chair's Report**

The Chair reported on the Jubilee Hall AGM and encouraged local groups to support the hall.; quiz being held to fund raise on 14<sup>th</sup> March.

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

District Councillor Martin Murrell reported all quiet at BDC; budget discussions in progress – expected 0% but will affect projects.

District/County Councillor Fran Whymark reported on County budget under pressure to make savings; increased employer NI costs and settlement from central government having an effect – proposed 4.99% increase (2.99% general and 2% adult and social care); Devolution – Norfolk/Suffolk on priorities list; likely elections delayed for a year. Cllr Whymark now a member on the Public Health & Wellbeing cabinet.

A member spoke regarding Bell and Shrubland Pond projects.

A member of the public spoke as a member on various community groups: village hall installation of hearing loops to make the hall more accessible; Station Group and plans to reopen the station building – public meeting will take place on Friday 4<sup>th</sup> April;

Churchwarden – working through recommendations for Church works; Friday morning maintenance groups still ongoing; community payback assisting with conservation works; fundraising quiz.

One member of public left 19:22

Members of the public spoke regarding a planning application on Upper Street and gave background detail to the proposal.

A member of the public spoke regarding parking issues on Topcliffe and Cheyney Avenue's and the problems being caused to residents and damage to verges.

It was noted that street cleansing can only take place during school holidays due to the number of parked vehicles.

A member of the public spoke regarding the SAM2 data along Norwich Road and concerns over volume of vehicles exceeded the speed limit.  
SAGA issue deadline for articles 28<sup>th</sup> February 2025.

**6. To consider Co-Option**

Ben Hazell introduced himself. It was voted unanimously to co-opt Ben onto the Council. Ben signed the acceptance of office form and joined the meeting.

**7. To receive reports:**

- i) **SAM2 data** - data circulated from Lower Street and Norwich Road. Any volunteers for the Speedwatch group would be welcomed. Cars seen exceeding limit should be reported at the time to the Police with details.
- ii) **Team Salhouse** - report noted.
- iii) **Tree Steward** – no report this month.

**8. Planning:**

- i) **To receive a planning report**  
Report circulated and noted.
- ii) **To consider further comments to the following planning application:**  
**2024/3457** - Bridle Cottage, 7 Upper Street, Salhouse, Norfolk, NR13 6RZ - Create First Floor by Raising the Height of the Existing (amended application)  
**Comment:** No objection to amendment of window, however previous comments stand.
- iii) **To ratify the following planning comment:**  
**2024/3756** - Black Barn Farm, Norwich Road, Salhouse, Norfolk, NR13 6QG - Installation of 135 kWp roof-mounted solar PV array and 2 no. EV charge points  
Ratified by all.  
BDC planning authority decision: Prior approval not required.
- iv) **To consider comments to planning applications received after the agenda published**  
- None.

**9. Playing Field and Recreation:**

- i) **To receive a report from working group**  
Working group meeting to be arranged. Recharge invoice for MUGA lighting sent to FC.
- ii) **To receive update on Bell Pond works**  
Tree works carried out Monday 3<sup>rd</sup> February. Further pond clearing works scheduled for w/c 24<sup>th</sup> February.
- iii) **To consider quote and agree path spraying**  
It was AGREED to accept the quote and arrange the works.
- iv) **To consider quotes and agree hedge cutting**  
It was AGREED to accept both the quotes for hedge cutting inside field and along Thieves Lane. Works to take place before end of February/bird nesting season.
- v) **To consider 80th anniversary of VE Day celebrations, and agree any actions**  
It was discussed the 'Mardle group' hosting an event. Further details and any actions to be discussed at next meeting.

**10. Highways**

- i) **To receive a report from working group**  
Meetings to be arranged with Rackheath PC re GT16, and with Highways and County Councillor Fran Whymark for surrounding Parishes to discuss local Highways issues.

**ii) To update on footpath 14 meeting and agree any actions**

Cllrs Ball and Francomb gave an update on a meeting with landowner and Norfolk Trails. Works to be scheduled to assist with flooding occurrences. Correspondence from Norfolk Trails noted. It was agreed to write to landowner to request ditch be reinstated.

**iii) To update on PPS Gateways and agree any actions**

Clerk gave update on meeting held to discuss proposed locations of village gateways. Awaiting further communications Highways – update at next meeting.

**iv) PPS Honeycombe Road trod path**

**a. To update on project**

PC has been actively trying to get this path installed. Various options were considered, however the original scheme was the only one supported by Highways for various reasons.

Landowner stated Highways deemed the proposed trod path ‘unsafe’, however Clerk spoke with Highways who confirmed this is not the case and they support this trod path installation, however will not install the path due to issues with the landowner. Agreed for response to be sent to landowner to confirm project no longer proceeding.

**b. To agree to request funds back from NCC**

It was AGREED to request monies paid over to NCC for this project to be refunded.

**c. To agree to return funds to BDC**

It was AGREED to request a refund of the monies paid by BDC to be either returned directly to BDC or refunded from PC if received.

**v) To update on local parishes Highways meeting**

Clerk has requested a meeting with Rackheath PC for update on GT16.

Meeting to be arranged within next month with Highways, County Cllr. and local Parishes to discuss general Highways issues.

**vi) To update regarding whistle noises from trains**

Clerk investigated with Greater Anglia who confirm these are operational rules and regulations for all train movements, and fixed equipment on-track and track side are the responsibility of the Rail Safety and Standards Board and Network Rail. They have to be obeyed as an operational requirement by train drivers where there is a pedestrian crossing to act as a warning of the train coming for safety reasons.

**vii) To discuss and consider any actions regarding Cheyney Avenue parking issues**

To contact school to arrange meeting, and to re-offer parking at the recreation ground.

**viii) To note NCC Roadside Nature Reserve Notification (The Loke)**

Notification noted. Clerk to seek further information on this scheme, including detailed location. To investigate if the Parish can apply for further Roadside Nature Reserves in the Parish.

**11. Neighbourhood Plan (NP)**

**i) To update regarding NP review**

The review of the NP is scheduled for April 2025.

**ii) To discuss and consider Dark Skies in Parish and agree any actions**

Clerk contacted BDC – advised anyone who has concerns to review the planning application/conditions and raise any breaches with the BDC enforcement team. To contact local businesses to ensure awareness of the Dark Skies Policy.

**12. Finance and Administration:**

**i) To note monthly bank reconciliation report**

AGREED by all.

**ii) To approve payments:**

S J Martin	January Salary - NET & Expenses	£1,043.28
HMRC Cumbernauld	January PAYE/NI	£10.06
The Norfolk Pension Fund	January (EE & ER)	£240.94
Paul Green	Maintenance January 24 (1191)	£186.25
Wright Enterprises (Norfolk) Ltd.	Muga lighting turning (inc. VAT £50)	£300.00
Norfolk Parish Training & Support	Training PC	£295.00
TJHS Commercial Ltd	Tree works Bell Pond (inc. VAT £100)	£600.00

All payments AGREED.

**iii) To consider additional bank signatory**

It was AGREED to add Cllr. Hampton as a signatory to the bank accounts.

**iv) To consider and agree Clerk attendance at NPTS Spring seminar (20th March/£56)**

This was AGREED.

**v) To approve the following policies:**

**Website Accessibility Statement (A)** – approved as presented.

**Information Audit** – approved – with minor amendment.

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

- *General Correspondence*
- *Parishioner correspondences regarding Cheyney Avenue parking and verges*
- *Parishioner correspondence regarding footpaths in the Parish*

**14. Any items for the Parish Council meeting on Monday 10<sup>th</sup> March 2025**

Meeting closed: 20:37