

Councillors are summoned, and members of the public and press are invited to attend the
Salhouse Annual Parish Council Meeting to be held in the
Jubilee Hall, Lower Street, Salhouse, NR13 6RH

On Monday 19th May 2025 at 7.00 p.m.
for the purpose of transacting the following business

Sarah Martin

Sarah Martin, Parish Clerk - Email: clerk.salhousepc@gmail.com

AGENDA

- 1. To elect the Chair for the coming year**
- 2. To elect the Vice-Chair for the coming year**
- 3. Chairs report**
- 4. To receive and accept apologies for absence**
- 5. To receive Declarations of Interest in items on the agenda and applications for dispensations**
- 6. To approve the minutes of the Parish Council meeting of 7th April 2025**
- 7. Public Participation and to receive District and County Councillor reports**
- 8. To receive reports:**
 - i) SAM2 data
 - ii) Team Salhouse
 - iii) Tree Steward
 - iv) Footpath Report
- 9. Working Groups**
 - i) To agree working groups for the coming year and members of each group
- 10. Planning:**
 - i) To note planning report
 - ii) To consider comments to the following planning applications:
2025/1044 - Black Barn Farm, Norwich Road, Salhouse, Norfolk, NR13 6QG - Variation of conditions 5 (Opening hours), 7 (Vehicular access), 8 (Visibility splays), 9 (Road access), 10 (Cycle parking), 11 (Highway improvement drawings) and 12 (External Lighting) of existing application 20212212 (Change of use of agricultural barn to mixed uses and associated works. Retrospective; loose boxes, haystore and tackroom with change of use of outdoor space to mixed livestock grazing including equestrian, retention of bunding and new parking area.) Dated 25/11/2022
2025/1085 - Land South Of Chapel Loke, Salhouse, Norfolk - Erection of 1no self build dwelling
2025/1271 - Bridle Cottage, 7 Upper Street, Salhouse, Norfolk, NR13 6RZ - Proposed Single Storey Side Extension
 - iii) To consider comments to planning applications received after the agenda published - if any

11. Playing Field and Recreation:

- i) To receive a report from working group
- ii) To receive updates on:
 - a. Consultation with Parish on play equipment
 - b. Consultation with Parish on toilet block
 - c. End of season meeting with football club
- iii) To note notification of RoSPA play area annual inspection (June 2025)
- iv) To consider repairs to gym equipment
- v) To note the purchase of two new swing seats

12. Highways

- i) To receive a report from working group
- ii) To update on Shrubland Pond works
- iii) To consider Roadside Nature Reserve notification (The Loke)

13. Neighbourhood Plan (NP)

- i) To update regarding NP review
- ii) To agree Terms of Reference
- iii) To agree signing of NP agreement with consultant

14. Finance and Administration:

- i) To note monthly bank reconciliation report
- ii) To approve payments: (listed separately)
- iii) To review and agree village and recreation ground maintenance contract
- iv) To consider cancellation of Royal Mail Response Service Licence
- v) To consider setting up direct debit for HMRC
- vi) To consider donation to community event (Sailfest)
- vii) To consider attendance and SLCC Norfolk Branch Annual Conference (20th June)
- viii) To update, and agree any actions, on appointing a solicitor to review contracts

15. Consultations

- i) *Public Spaces Protection Order (Dog Fouling) Renewal Consultation (comments by 11th June 2025)*
- ii) *Norfolk and Suffolk Local Nature Recovery Strategies (open until 11th June 2025)*
- iii) *Broadland & South Norfolk Design Code - 3rd stage public & stakeholder engagement (closes 5pm on Monday 23rd June 2025)*
- iv) *Rackheath Neighbourhood Plan (Revised) - Reg. 16 Consultation by Broadland District Council (closes 5.00pm on Friday 27th June 2025)*

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

- *General Correspondence*
- *New Funding Initiative to Support Bus Shelter Across Norfolk*
- *Parishioner correspondence regarding speed reductions and trod path along Honeycombe Road*
- *Funding for projects to reduce nutrients entering our watercourses and release housing*
- *Salhouse Parish Council & Norfolk Events*
- *Parishioner correspondence regarding overgrown hedge Lower Street adjacent to no. 74*

17. Any items for the Parish Council meeting on Monday 9th June 2025