

**Minutes of the Salhouse Parish Council meeting
held on Monday 10th March 2025 at 7.00pm
in the Jubilee Hall, Lower Street, Salhouse**

Present: Robert Cooper (Chair), Gemma Hampton, John Leathers, Wendy Browne, Gary Browne, Ben Hazell, Julie Redburn and Nick Ball (19:04).

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.

1. Welcome, and Chairs report

Welcome all to our March Parish Council meeting.

I'm opening this meeting with some very sad news. Just six days after our February meeting we learnt of the sudden and untimely passing of our dear friend and colleague David Francomb.

This news has left us all in shock and our thoughts and deepest condolences are with David's wife and family at this sad time.

We will miss David's wit and wisdom and love for this Parish.

As a mark of respect we will now hold a minute's silence for our dear friend David and invite you all to join us.

2. To receive and accept apologies for absence

Apologies received and accepted from Andrew Peachment (personal).

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

Cllr. Nick Ball declared an interest in item 7 ii 2025/0524 as a neighbour (19:27).

4. To approve the minutes of the Parish Council meeting of 10th February 2025

The minutes were proposed to be approved, with no amendment, by Cllr. G Hampton and seconded by Cllr. B. Hazell - all AGREED and signed by the Chair.

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

PC Al Jennings reported on Salhouse crime figures from 1st February to date – only 1 domestic crime reported; engagement event held at Black Barn with positive feedback; attended community Speedwatch session last week; attended Beavers/Cubs club; patrols outside Salhouse school; online priority setting meeting being held on Thursday 13th March online – for all to join.

District Councillor Martin Murrell reported not a lot happening at District; budget setting kept Band D council tax as previous year, however cancelling future capital programmes; additional help and support requested but not successful.

Cllr. Fran Whymark spoke regarding County Council increasing council tax by 4.99%; devolution – interim report and public consultation open until 13th April 2025

<https://www.gov.uk/government/consultations/norfolk-and-suffolk-devolution/norfolk-and-suffolk-devolution-consultation> ; full business case

expected by 26th September 2025; public consultation open regarding the walk in

centre on Rouen Road – reducing hours rather than closure – consultation open until 27 April 2025 <https://improvinglivesnw.org.uk/changes-to-services-in-norfolk-and-waveney/>

A member of the public spoke about Shrubland pond and it's tidying up and requested a site meeting with the PC to discuss further.

A member of the public spoke regarding a quiz night at Jubilee Hall to raise funds; quote obtained for a hearing loop to be installed in the hall and funding to be sought; a public meeting is being held on Friday 4th April 7pm regarding Salhouse Station and its business case; April 2025 sees 130 years of Parish Councils.

Two members of public spoke regarding a speed reduction or trod path along Honeycombe Road for safety of pedestrians/parishioners.

A member of the public raised traffic management and signage during road closures with limited information on where roads are closed and difficulty for vehicles/buses.

PC Al Jennings left the meeting 19:25

Two members of the public spoke to explain planning application 2025/0524 and if any questions needed answering; no noise pollution and restricted drop off/collection times; limited external lighting.

A parishioner spoke regarding a verge along Norwich Road unsafe to walk along.

6. To receive reports:

- i) **SAM2 data** – data noted from Norwich Road and Lower Street.
- ii) **Team Salhouse** – report circulated. Thanks given to the volunteers.
- iii) **Tree Steward** – no report this month.
- iv) **Footpath Report** – report circulated and noted improvements works have been made on FP14 by landowner.

7. Planning:

- i) **To receive a planning report** – report circulated.
- ii) **To consider comments to the following planning applications:**
 - 2025/0443** – Lindum, 81 Norwich Road, Salhouse, Norfolk, NR13 6QQ - Proposed extension of existing bungalow to provide additional bedroom accommodation
Comment: Objection. Concerns regarding type of application, proposed usage, noise/disturbance and tree proximity.
 - 2025/0524** - Dancing Bee Lodge, Honeycombe Road, Salhouse, Norfolk, NR13 6JP - Demolition of existing redundant structures and replacement with new cattery
Comment: No Objection. Request lighting plan submitted/approved in line with Salhouse Neighbourhood Plan dark skies policy.
- 4 members of the public left the meeting 19:45
- iii) **To consider comment to Tree Preservation Order BD0732 – Thirfield, 8 Station Road, Salhouse, Norfolk, NR13 6NX**
Comment: Support.
- iv) **To consider comments to planning applications received after the agenda published** – none.

8. Playing Field and Recreation:

i) To receive a report from working group

Working group to report to next PC meeting. A large quantity of litter noted at recreation ground.

ii) To receive update on Bell Pond works

Bell Pond works completed. Thank you to the contractors and members of the public for all their help with this project. It will take time to settle but should improve the biodiversity of the pond.

iii) To consider participating in The Big Broadland Litter Pick 2025 (1 March - 31 May 2025)

It was AGREED to participate in this. Clerk to investigate equipment loan with the District Council and date to be agreed at April meeting.

iv) To consider 80th anniversary of VE Day celebrations, and agree any actions

'The Mardle' community group will hold an event on Thursday 8th May in the Jubilee Hall, supported by the Parish Council.

9. Highways

i) To receive a report from working group

Meeting regarding GT16 to be had with Rackheath PC, and then a meeting for surrounding parishes and Highways to discuss general Highways issues. Bus shelter on Thieves Lane scheduled to be installed by end of March.

ii) To receive report regarding PPS gateways in Parish and consider locations

Information received late, therefore, to be discussed and agreed at April meeting.

iii) To update regarding Cheyney and Topcliffe Avenue parking issues

Cllr. Redburn and Clerk attended a proactive meeting with the school regarding the issues. Parking at the recreation ground was offered and ideas for additional parking/drop offs discussed. School to speak to staff and parents to remind them of considerate parking.

iv) To update on NCC Roadside Nature Reserve Notification (The Loke)

Clerk contacted NCC, awaiting further information and clarification on site location. To be shared once received.

v) To consider any actions regarding Parish footways

The Chair gave an explanation on what the PC has tried to achieve to date regarding footways along Norwich Road and Honeycombe Lane, and the PC support for these. Final jurisdiction is with NCC Highways authority. To arrange a meeting with Highways and County Cllr. to discuss again footways and speed reductions.

10. Neighbourhood Plan (NP)

i) To update regarding NP review

Clerk to arrange initial meeting prior to commencement of review.

ii) To agree to apply to BDC for funding for review of NP

AGREED for Clerk to apply for funding.

11. Finance and Administration:

i) To note monthly bank reconciliation report.

AGREED by all.

ii) To approve payments:

S J Martin	February Salary - NET & Expenses	£865.64
HMRC Cumbernauld	February PAYE/NI	£18.05
The Norfolk Pension Fund	February (EE &ER)	£247.94
Paul Green	Maintenance February 24 (1195)	£106.25
John Service t/a Landscape Revival	Bell pond works 24/02/25	£400.00
Norfolk Parish Training & Support	Clerk Spring Seminar	£56.00
Norse Eastern Ltd	Hedge cutting rec ground/Thieves Lane	£471.92
Norse Eastern Ltd	Recreation ground path spraying	£93.23
Business Services at CAS Ltd	Insurance renewal (01/04/25 to 31/03/26)	£850.16
C B Arnold Ltd.	Bell Pond digger hire	£729.60

All payments AGREED.

iii) To consider subscription for 2025/26 to Norfolk Parish Training & Support

AGREED.

iv) To consider applying for VE Day grant funding

AGREED.

v) To consider investigating a solicitor to review contracts

AGREED to investigate. To further report and consider at April meeting.

vi) To agree purchase of visi-vests and litter pickers

It was AGREED to purchase 5 high vis-vests, however donation of litter pickers offered so no purchase at this time.

vii) To approve the following policies:

- Standing Orders
- Financial Regulations
- Financial Risk Assessment
- Risk Management Policy
- Annual Review of the Effectiveness of Internal Control
- Data Protection Regulation Policy (GDPR)
- Pension Policy

All policies APPROVED.

12. To receive correspondence and agree response – all noted.

- *General Correspondence*
- *Consultation on Custom and Self-Build (closes 5pm on Friday 21 March)*
- *Funding for projects to reduce nutrients entering our watercourses and release housing*
- *The Big Broadland Litter Pick 2025 (1 March until 31 May 2025)*
- *BDC Tree planting grants available now*
- *North Norfolk Local Plan Examination - Notice of Further Public Hearings (04)*
- *Parishioner correspondences re footpaths*

13. Any items for the Parish Council meeting on Monday 7th April 2025

Meeting closed: 20:38