

**Minutes of the Salhouse Parish Council meeting
held on Monday 11th March 2024 at 7.00pm
in the Jubilee Hall, Lower Street, Salhouse**

Present: Robert Cooper (Chair), David Francomb, Andrew Peachment, Julie Redburn, Nick Ball, Gary Browne, Wendy Browne, Lynn Yallop and John Leathers.

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 8

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

No apologies received – all Councillors present.

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

Cllrs. W Browne and G Browne declared an interest in planning item 7ii 2024/2471 as neighbours.

3. To approve the minutes of the Parish Council meeting of 12th February 2024

The minutes were proposed to be approved, with no amendment, by Cllr. W Browne and seconded by Cllr. Ball - all AGREED and signed by the Chair.

4. To receive Chair's Report

The Chair reported on the recent weather and flooding occurred on footpath 14 and Hall Drive – both of which have been reported to NCC Highways for investigation.

A meeting was held with other PCs to talk about infrastructure in general, and issues already occurring, but which will be affected further by all the proposed development in the surrounding area. A meeting is to be rearranged with NCC Highways to discuss with them. The Annual Parish Meeting is being held on Wednesday 17th April 2024 at 7pm in the Jubilee Hall.

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

District/County Cllr. Fran Whymark sent apologies to the meeting – a short report was read out - District Council have increased Council Tax Band D property by £5 (maximum), NCC agreed 2.99% general increase plus an additional 2% for Adult Social Care and the Police and Crime Commissioner has increased his precept by £13. The use at Postwick Park & Ride is still less than pre-pandemic- it is not certain yet but likely that the service will be discontinued unless this changes; an appeal to the High Court to stop the A47 safety improvements has been lost.

District Cllr. Martin Murrell reported on the Council Tax increase by the District; Rackheath medical practice planning approved and building due to start Aug/Sept 24 to be completed mid 2025. GNLP due to be approved by end of May; £9.6mill funding for Nutrient Neutrality to buy credits in the Yare catchment area.

The Churchwarden spoke requesting a donation towards the churchyard maintenance. The permanent sign on Bell Lane is not working – to be reported.

A member of the public spoke regarding planning application 2023/0380 as is designation as a 'green corridor' and the negative impact should planning be permitted also goes against the original planning consent.

A representative from Salhouse United Charities Trust spoke about the charity reminding all it is there for all parishioners in hardship and is confidential.

A member of the public raised the flooding water on FP14 is dispersing however there is some flooding on Howletts Loke.

6. To receive reports:

i) SAM2 data

Data circulated from Norwich Road and Lower Street. Information shared with Police. Noted high speeds recorded.

ii) Team Salhouse

Report noted.

iii) Tree Steward

Replacement oak tree not received yet - to follow up.

7. Planning:

i) To receive a planning report

Report circulated – no further comments.

Cllrs. W and G Browne left the meeting 19:22

ii) To consider a comment to the following planning applications:

2023/2471 - Land To The Rear Of 68 Lower Street Salhouse Norfolk - Variation of condition of 2 of 20171302 - changes to design type for plot 2 (Removal/Variation of Condition (S73 / S19)).

PC comment: No comments.

Cllrs. W and G Browne rejoined the meeting 19:24

2024/0380 - 1 Potters Meadow Salhouse Norfolk NR13 6GL Change of use of land to residential garden, erection of detached garage, erection of rear single storey extension and conversion of existing garage.

PC comment: Objection - this should be retained as green conservation corridor and no building permitted in this area as per the original planning application

iii) To consider any further comment in response to planning appeal:

2023/2020 - Mill Bungalow Wood Green Salhouse Norfolk NR13 6NS - Erection of one dwelling (Resubmission of 20220373)

PC comment: no further comments to be submitted.

iv) To consider a comment to Tree Preservation Order 2024 No. BD0647 Tree(s) at : Land South Of 28 Station Road Salhouse Norfolk NR13 6NX

PC comment: Supports the TPO as presented; however, also ask for consideration of TPO's to other oak tree and 2 firs.

v) To consider comments to planning applications received after the agenda published - if any

None.

8. Playing Field and Recreation:

i) To receive a report

A meeting held with Football Club discussed contract for 2024/25 season. Current Chair and secretary are stepping down at end of season so will have a new committee. Some parking issues on Thieves Lane still occurring – to be monitored.

- ii) **To consider any further improvements to recreation ground entrance**
Working group to investigate and report back to PC.
Signage enquiry to highways and report hedge Lower Street/Thieves Lane junction limiting visibility.
- iii) **To receive update on Bell Pond works**
A meeting was held with Norfolk Wildlife Trust and a contractor to discuss improvement for Bell corner and Shrubland ponds. Possible grant funding and quote for works to be obtained.
- iv) **To receive and consider further information regarding parking request on recreation ground for summer event**
Further information received from events committee regarding parking on playing field for summer event using temporary road plates, mitigation works beforehand and confirmation of any damage to be put right after the event – the PC AGREED the parking subject to these conditions.
- v) **Football club recreation ground hire**
 - a. **To review and agree contract**
Contract reviewed and to be issued with slight wording amendment to storage of portable goals/dugouts.
 - b. **To agree hire fee for 2024 season**
It was AGREED for the rent to be increase by 5% (CPI) and uplift to cover maintenance costs.

9. Highways

- i) **To receive a report from Infrastructure working group**
A good turnout was received at an initial meeting held with local parishes to discuss current infrastructure issues and discuss future issues which will affect all. This group will represent a stronger voice working together.
Parking issues along Lower Street still ongoing. Signage lighting at Lodge to be looked at as reports of distracting drivers at night. Cllrs. Leathers and Peachment to speak with landlords.
- ii) **To receive update on Parish Partnership Scheme 2024/25**
Notification of successful bids for bus shelter on Thieves Lane and village gateways.
- iii) **To discuss design of proposed bus shelter on Thieves Lane**
Discussion had regarding the bus shelter on Norwich Road (outside no. 85) to investigate pull down seating. The design for the proposed shelter on Thieves Lane is different and was AGREED this design is suitable.
One member of public left 20:37
- iv) **To update on footpath 14 flooding**
Highways waiting for water to disperse to investigate any improvement works.
- v) **Honeycombe Rad trod**
 - a. **To receive an update on the project**
Confirmation received from Highways that the trod path along Honeycombe Road will not be installed.
 - b. **To agree to request a refund from Norfolk County Council**
To be postponed until next meeting.
 - c. **To agree to repay grant monies to Broadland District Council once received**
To be postponed until next meeting.
- vi) **To review and agree the proposed design of the Station Road/Norwich Road junction improvements**
Design agreed by all.

10. North Rackheath (GT16) Working group

i) To receive a report from working group

Article to be placed in next issue of SAGA to keep parishioners up to date.

ii) To consider the combining of the GT16 and Infrastructure working groups

This was discussed and although some overlaps it was AGREED to keep the two working groups separate. The GT16 to look at specific North Rackheath planning application issues, and the infrastructure working group looking at existing traffic and parish issues and wider infrastructure issues. This will be monitored going forward.

11. Neighbourhood Plan

i) To receive an update regarding the Neighbourhood Plan review

Clerk has contact 3 contractors for quotes for an initial Neighbourhood plan review – awaiting response.

12. Finance and Administration:

i) To note monthly bank reconciliation report

AGREED by all.

ii) To approve payments:

S J Martin	February Salary - NET & Expenses	£764.22
The Norfolk Pension Fund	February (EE & ER)	£218.62
Paul Green	Maintenance February 24 (1149)	£312.25
Mrs J M Piper	Team Salhouse expenses	£ 6.56
Community Action Suffolk	Insurance renewal 010424 - 310325	£823.72
Norse Eastern Ltd.	Recreation ground hedge cutting (3 invoices)	£597.15

All payments AGREED.

iii) To review and agree the following policies:

- Financial Regulations
- Standing Orders
- Financial Risk assessment
- Document Retention

All policies AGREED as presented.

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

- *General Correspondence*
- *The Big Broadland Litter Pick 2024 (1st March to 31st May 2024)*
- *Receipt of the Greater Norwich Local Plan Inspectors' Report*
- *Parishioner correspondence regarding Hall Drive flooding*

14. Any items for the Parish Council meeting on Monday 8th April 2024

Emergency Plan

Social Media Policy

Church donation maintenance

Meeting closed: 21.15