

You are invited to attend the Virtual Salhouse Parish Council Meeting

On 2<sup>nd</sup> November 2020 at 7.00 p.m.  
for the purpose of transacting the following business

*Sarah Martin*

Sarah Martin, Parish Clerk. Tel: 01692 535775

### **AGENDA**

Please see details at bottom of the agenda to join the meeting, or email the Clerk for a direct link

1. To receive any apologies for absence
2. To receive Declarations of Interest in items on the agenda and applications for dispensations
3. To approve the minutes of the Parish Council virtual meeting of 5<sup>th</sup> October 2020.
4. Chairman's Report, to include consideration to any matters arising, not on this Agenda
5. To adjourn the meeting for Public Participation and to receive District, County Councillor and Police reports.
6. To receive reports, and agree any actions arising:
  - i) SAM2 data – 10<sup>th</sup> September to 8<sup>th</sup> October 2020
  - ii) Team Salhouse
  - iii) War Memorial
  - iv) Tree Warden
  - v) Salhouse Train Station update
7. Emergency Committee
  - i) To receive update from Emergency Committee
  - ii) Update on Good Neighbour Scheme Response Team (GNSRT)
  - iii) To consider Covid-19 Community Response Fund - Unspent grant money
  - iv) To update on the review of the Resilience Plan and associated documents
8. Playing Field and Recreation:
  - i) To receive report regarding the Playing Field, and discuss any actions arising
  - ii) To discuss MUGA hire and Management
  - iii) To update on play area repairs
  - iv) To consider request for mobile pizza van to trade at the recreation ground
  - v) To update on proposal for interest of Parish Allotments
  - vi) Any other playing field and recreation matters
9. Planning:
  - i) To receive a planning report
  - ii) To consider responses to the following planning applications:
    - 20201801** - Unit 2, Wood Green Industrial Estate, Station Road, Salhouse, NR13 6NY - Change of use from storage space to commercial studio gym.
    - 20201792** - Honeywood, 118 Lower Street, Salhouse, Norwich, NR13 6RX - Remove existing rear conservatory with new single storey rear extension with pitched roof and rear dormer with flat roof
    - 20201972** - Land off Howlett's Loke, Salhouse, NR13 6EX - Variation of conditions 2 & 6 of permission 20191407 - Site layout altered & bungalow design amended
    - 20201960** - Meadow Hill, 90 Lower Street, Salhouse, NR13 6AD - Residential development of 4 new dwellings, bin store & new access drive

- iii) To consider response to any planning applications received after issuing the agenda
  - iv) To receive update regarding Salhouse Broad car park extension and agree a response
  - v) Update regarding the Neighbourhood Plan effectiveness and action points
  - vi) Any other planning matters
10. Highways and Footpaths:
- i) To receive Highways and Footpath report
  - ii) To consider and agree bids for Parish Partnership 2021/22, if any
  - iii) To agree a review of street furniture
  - iv) To update regarding Bell Pond sump
  - v) To update on dog bin on Howlett's Loke
  - vi) To consider Parishioner request for speed reduction measures along Vicarage Road, including footpaths
  - vii) Any other Highways and Footpath matters
11. Finance and Administration:
- i) To note monthly bank reconciliation report
  - ii) To approve payments (listed separately)
  - iii) To agree to set up Direct Debit for Anglian Water (recreation ground)
  - iv) To appoint Internal Auditor for 2020/21
  - v) To consider subscription to CPRE
  - vi) To review and agree meeting dates for 2021
  - vii) To review and adopt the following policies:
    - Email Contact Privacy Notice
    - Information Audit
    - Virtual Meeting Policy
    - Policy for Training & Development
    - Complaints Policy
  - viii) Any other Financial/Administration matters arising
12. Consultations: To note the response to The Planning White Paper Consultation
13. To receive correspondence and agree response (if any)
- General Correspondence*
  - NALC newsletters (inc. Wellbeing)*
  - Police Parish Newsletter*
  - Broads Briefing*
  - NCC Road Closure information*
  - FOI request – Annual Parish Meeting minutes*
  - Subject Access Request*
14. Public Right to Reply - adjournment of meeting for public to comment
15. Any items for the next Parish Council meeting on Monday 7<sup>th</sup> December 2020
16. To pass a resolution (under the Public Bodies Admission to Meetings Act 1960) to exclude the members of the public and press for the following confidential items:
- a) Parish Clerk appraisal and salary

Join Zoom Meeting

<https://us02web.zoom.us/j/85139189919?pwd=cVRmeGZFenFSLzBja3RWd282b3FXZz09>

Meeting ID: 851 3918 9919

Passcode: 522329