

**Minutes of the Virtual Salhouse Parish Council meeting
at 7.00pm on Monday 5th October 2020**

Present: Colin McCormick (Chair), Julie Redburn, Martin Nudd, Lynn Yallop, Bob Cooper and Steve Jarvis (19.19)

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 4

1. **To receive any apologies for absence**
Apologies were received and accepted from Andrew Peachment, Martin Murrell and Nick Ball, all personal.
2. **To receive Declarations of Interest in items on the agenda and applications for dispensations**
Bob Cooper declared an interest as Trustee of SUCT.
3. **To approve the minutes of the Parish Council virtual meeting of 7th September 2020.**
The PC minutes of 7th September 2020 were proposed to be approved by Lynn Yallop and seconded by Julie Redburn; all agreed. The minutes will be signed by the Chairman.
4. **Chairman's Report, to include consideration to any matters arising, not on this Agenda**
No report, however, it was noted the rules regarding Councillors nonattendance at meetings.
5. **To adjourn the meeting for Public Participation and to receive District, County Councillor and Police reports.**
District/County Councillor Fran Whymark sent apologies for the meeting, a report was read out. There was no Police report or Public Participation.
6. **To receive reports, and agree any actions arising:**
 - i) **SAM2 data – 11th August to 10th September 2020**
The SAM2 data graph was circulated prior to the meeting. The SAM2 was located along for SAM2 data collected on Station Rd 11/8 – 10/9/20.
Unit facing South towards Norwich Rd I also attach the previous data set for that location/direction back in March/April 2019 which looks similar except the volume is lower at 15.3k versus 20k in 2019. Interestingly pre NDR traffic was recorded at almost 33k.
 - ii) **Team Salhouse** – individual litter picking has been carried out; flower beds maintained; area cleared for placing memorial bench at recreation ground
 - iii) **War Memorial** – awaiting advice from BDC
 - iv) **Tree Warden** – a revised tree planting proposal for the recreation ground was circulated, to be discussed further under item 8 ii.
7. **Emergency Committee**
 - i) **To receive update from Emergency Committee**
The Committee is still on standby, ready to action if needed
 - ii) **Update on Good Neighbour Scheme Response Team (GNSRT)**
The GNSRT has not had any calls for assistance, but is ready if requests are submitted
 - iii) **To consider Covid-19 Community Response Fund - Unspent grant money**
Agreed to review again at the net meeting
 - iv) **To update on the review of the Resilience Plan and associated documents**
Ongoing
8. **Playing Field and Recreation:**
 - i) **To receive report regarding the Playing Field, and discuss any actions arising**

It was discussed there are still a few projects to be completed including the path around the MUGA, picnic benches and gate hinge. It was suggested from SUCT that when renaming to replace 'park' with 'field' – all agreed.

ii) To discuss and consider tree planting proposal at the recreation ground

The revised plan was discussed and agreed in principle providing SUCT (as landowners) approve, and then following this further detail of the planting to be finalised. Funding from The Tree Warden Network has been secured. It was suggested Parishioners and the School could be invited to be involved in the planting, dependant on Government guidance.

iii) To consider play area repairs

To investigate the quotes further and present to the net meeting.

iv) To update on Memorial bench installation

The bench was installed on 15th September. Thanks given to Team Salhouse for preparing the area.

v) To update on proposal for interest of Parish Allotments

Posters to be placed on noticeboards and in village magazine to gauge interest in investigating this further.

vi) To update on Jubilee Hall reopening

The hall has reopening and adhering to Government guidelines.

vii) Any other playing field and recreation matters

It was mentioned the overflowing car parking on Thieves Lane and Ward Road over the weekend when football matches are taking place. It was suggested a meeting to be arranged with the club to discuss, and to include the football goals which are left on the pitches.

9. Planning:

i) To receive a planning report

A report was circulated – no comments.

ii) To consider response to any planning applications received after issuing the agenda - None

iii) Update regarding the Neighbourhood Plan effectiveness and action points

Ongoing

iv) Any other planning matters - None

10. Highways and Footpaths:

i) To receive Highways and Footpath report

A report was circulated. Issues in Howlett's Loke are being investigated by Highways.

ii) To consider suggestions for Parish Partnership bids 2021/22, if any

Following a meeting with Highways to consider further extending the trod path along the Norwich Road, unfortunately this was not supported as it was considered the verges too narrow and the extent of the length of the path too great for this scheme. It was suggested collecting data to back/support this scheme and ask for this to be reconsidered next year, also investigating a path to link Norwich Road to FP14.

iii) To update regarding Bell Pond sump

Awaiting a survey to be carried out by Highways. Suggested contacting homeowners at this location to keep a log of the issues.

iv) To update on dog bin on Howlett's Loke

Insurance claim has been submitted – awaiting Highways Boundary map to agree installation location of a new bin.

v) Any other Highways and Footpath matters

It was reported the dog bin at the recreation ground has a broken lid; police have been carrying out patrols along Muck Lane where antisocial behaviour was previously reported; and tape now removed from outside the Salhouse Broad car park.

Bob Cooper left the meeting at 20.32

11. **Finance and Administration:**

Lynn Yallop abstained from item 11 i & ii as received the information too late to be able to comment/vote

i) **To approve payments - Proposed by Colin McCormick; seconded by Steve Jarvis – all agreed**

S J Martin	September Salary & Expenses	927.79
HMRC	September (PAYE)	48.59
The Norfolk Pension Fund	September	247.49
Paul Green	September maintenance (1027)	276.00
SLCC	Annual Membership for Clerk	161.00
Salhouse United Charities Trust	Recreation Ground Rent	338.00

ii) **To note monthly bank reconciliation report** - noted

iii) **To discuss and agree a budget for tree planting within the Parish**

Funding has been secured and therefore no budget needed for this project.

iv) **To consider a donation request to Team Salhouse for winter planting**

It was agreed a donation to cover the costs of winter flowers, approx. £55

v) **To consider a donation request from the Friends of Salhouse School**

It was proposed by Lynn Yallop and seconded by Julie Redburn, and agreed by all to donate £500, with the proviso that should SUCT fund the whole project this donation would not be paid.

vi) **To update on Website Accessibility**

Website tests have been carried out and the website is currently compliant in line with this regulation. An accessibility statement has been posted on the website. This requires ongoing review.

vii) **Any other Financial/Administration matters arising** - None

12. **Consultations: To discuss and consider a response to the following:**

i) **Draft recommendations on division boundaries for Norfolk County Council**

It was agreed no comments to be submitted.

ii) **Coastal Adaptation Supplementary Planning Document**

It was agreed no comments to be submitted.

iii) **The Planning White Paper**

It was agreed to collate and agree a response ready to be submitted by the deadline of 29th November 2020.

13. **To receive correspondence and agree response (if any)** Noted

General Correspondence

NALC newsletters (inc. Wellbeing)

Police Parish Newsletter

Broads Briefing

14. **Public Right to Reply - adjournment of meeting for public to comment**

None

15. **Any items for the next Parish Council meeting on Monday 2nd November 2020**

Meeting closed at 21.06