

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

On Monday 14th July 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 receive and accept 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 Annual Parish Council meeting of 9th June 2025**
- 4. Chairs report**
- 5. Public Participation and to receive District and County Councillor reports**
- 6. To consider co-option**
- 7. To receive reports:**
 - i) SAM2 data
 - ii) Team Salhouse
 - iii) Tree Steward
 - iv) Police Priorities Meeting (11th June 2025)
- 8. Planning:**
 - i) To note planning report
 - ii) To consider comments to the following planning applications:
2025/1404 – Thirfield, 8 Station Road, Salhouse, Norfolk, NR13 6NX - Proposed front porch, single storey rear extension, loft conversion and raising the ridge (amended)
 - iii) To consider any further response to planning application:
2025/1044 - Black Barn Farm, Norwich Road, Salhouse, Norfolk, NR13 6QG - should a response be received from planning authority and further information made available to comment
 - iv) To consider comments to planning applications received after the agenda published - if any
- 9. Playing Field and Recreation:**
 - i) To receive a report from working group
 - ii) To received RoSPA annual play area inspection report and agree any actions
 - iii) To consider equipment repairs for gym and play area
 - iv) To consider replacing missing posts around playing field car park
 - v) To discuss and agree any actions regarding antisocial use of playing field and car park
 - vi) To receive updates on consultation with Parish on play equipment and toilet block

vii) Football club contract:

- a. To receive update on end of season meeting with football club
- b. To consider and agree renewal of contract
- c. To consider and agree any amendments to contract including field hire charge
- d. To consider any further football club requests

10. Highways

- i) To receive a report from working group
- ii) To consider feasibility study along Honeycombe Road
- iii) To discuss and consider Norwich Road gateway
- iv) To note invitation to Parish Partnership Scheme bids for 2026/27, and consider any bids

11. Neighbourhood Plan (NP)

- i) To receive update regarding NP review
 - a. Project workshop day
 - b. Steering group meeting

12. Finance and Administration:

- i) To note monthly bank reconciliation report
- ii) To approve payments: (listed separately)
- iii) To consider options for .gov.uk domain/email
- iv) To note clerk training for Parish Online mapping system
- v) To appoint Internal Auditor for 2025/26
- vi) To consider clerk attendance at NPTS Autumn Seminar (9th October)
- vii) Policies for review:
 - IT Policy

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

- *General Correspondence*
- *Local Government Reorganisation*
- *Parishioner correspondence re anti-social behaviour at recreation ground*
- *Parishioner correspondence re memorial tree at recreation ground*
- *Parishioner correspondence re tree on Lower Street*
- *Norwich Western Link Project Updates*
- *UPDATE - Further Funding to Support Bus Shelter Installations Across Norfolk from July 2025*

14. Any items for the Parish Council meeting on Monday 8th September 2025

15. 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:

- i) Personnel matters