

**Minutes of the Salhouse Parish Council meeting  
held at 7.30pm on Monday 18<sup>th</sup> March 2019  
At Jubilee Hall, Lower Street, Salhouse**

**Present:** Martin Murrell (Chairman), Colin McCormick, Julie Redburn, Bob Cooper, Steve Jarvis, Andrew Peachment and Martin Nudd.

**In Attendance:** Sarah Martin, Parish Clerk

**Members of Public:** 9

**1. Apologies for absence**

Nick Ball's apologies were accepted (personal).

**2. Declarations of Interest in items on the agenda**

Bob Cooper and Martin Murrell declared an interest as Trustees on the Salhouse United Charities Trust. Martin Nudd declared an interest on Item 7 planning application 20190309.

**3. Approval of the minutes of the Parish Council meeting of 18<sup>th</sup> February 2019.**

The minutes were proposed to be approved by Bob Cooper and seconded by Colin McCormick; all agreed and were duly signed by the Chairman.

**4. Chairman's Report, to include consideration to any matters arising, not on this Agenda**

- Chairman spoke to inform all of the passing away of Peter Jefford last week. Peter was an active member in the Community serving for many years on the Parish Council as Chairman along with the Salhouse United Charities Trust and Chair of Governors at Salhouse Primary School. Condolences are sent to Peters family and friends.
- The County Council Election (by election Wroxham Ward) is taking place on 4<sup>th</sup> April 2019, following the resignation of Thomas Garrod.
- District and Parish Elections are taking place on 2<sup>nd</sup> May 2019. Anyone interested in joining the Parish Council should contact the Clerk for more information.

**5. Public Participation and District Councillor and Police reports**

- A representative from Norfolk County Council presented a short report about the change in services to the mobile library service, which take effect at the beginning of April following a review of the service. The schedule times have changed to stop twice on Tuesday afternoons in Salhouse, at times which may be more convenient to families with children.
- County Councillor Vince Tapp sent his apologies.
- There was no police report available at this time.
- A member of the public spoke regarding planning application 20190309 Radleys, stating the shape of the plot on the plan and the statement cars previously parked in this location are both incorrect. The area shown is including the highways splay from Chapel Loke. It was felt the proposed area for parking would not be sufficient size for vehicles and parking would block the existing splay visibility. The Loke is a private road and residents have included in their deeds the right of access to drive over the Loke to their properties, however it is believed this would not be the case for this planning application.
- A member of the public spoke regarding the newly erected signage along Lower Street – this is being investigated.

**6. Progress reports relating to:**

**i) SAM2 speed monitoring equipment data report**

Statistics from the latest speed watch report (Bell Lane 9/02/19 – 11/03/19 facing South) were discussed. The vehicle count continues to confirm that since the NDR traffic on Bell Lane has substantially decreased. Comparing this data set with one from Oct/Nov 2017 the average daily volume (exiting the village) has dropped by around 40%. Note raw data shows some small periods of interference possibly due to heavy rain which appears to give rise to the 10mph bar in the chart.

**ii) Team Salhouse Report**

Individual litter picking continued. The flower beds have been maintained where necessary. It is planned that a "Spring Clean" will take place in March with litter picking in targeted areas and a cleanup of signage around the village.

**iii) War Memorial Report**

A report and costs for repairing the War Memorial in situ or moving to a new location was received and discussed. It was agreed to obtain a second quote for the works.

**iv) Parish Council Website**

The new website is now live at: [www.salhousepc.info](http://www.salhousepc.info)

**v) Churchyard Conservation Scheme**

Julie spoke about the proposed conservation scheme at the Church. Team Salhouse may be interested in getting involved but the scheme must be agreed with the Vicar and Church Wardens in the first instance. A survey would also be required.

**vi) Tree Warden Role**

It was discussed that more information is needed regarding the role(s) of the Tree Warden. Colin and Julie to attend the Network meeting on Wednesday 20<sup>th</sup> March 2019, and a meeting to be arranged with the current Tree Warden.

**vii) Safer Neighbourhood Action Panel (SNAP)**

The first SNAP meeting is to be held on Monday 1<sup>st</sup> April 2019 at 7.30pm in the Jubilee Hall.

**viii) Any Other Reports – None**

District Councillor Fran Whymark arrived (8.12pm)

**7. To consider a planning report and agree recommendations on the following planning applications:**

A planning report was read out.

**i) Planning Applications Received**

**20190309** - Radleys, 82B Lower Street, Salhouse, NR13 6AD - Change of Use From Shop/Cafe (A1/A3) to Dwelling (C3) (Re-Submission)

Councillor Martin Nudd abstained from this item as a declaration of interest was made.

**Resolution:** It was agreed to submit the previous observations in response to this planning application on the basis that limited amendments have been made. There are concerns over the proposed parking, including the size and rights of access existing.

**APP/K2610/W/ 19/3221976** - Land adj. Barn Piece Close, Norwich Road, Salhouse, NR13 6QF - Mixed Dwelling Residential Development of 22 Single Storey Properties (Outline)

**Resolution:** It was agreed to no further comments to be made, however the PC stands by its original comments submitted.

**ii) Update regarding the Neighbourhood Plan effectiveness and action points**

The last two planning decisions have both commented on the NP, this will continue to be monitored. Colin McCormick and Steve Jarvis to attend the training session at BDC regarding development and using NP.

**iii) Any other planning matters** None

**8. Highways:**

**i) To receive Highways and Footpath Report**

The report was displayed.

It was mentioned the good level of cooperation from the farmer in relation to footpath 7 reinstatement. Lower Street poor quality road repairs have been reported to Highways and will be rectified.

**ii) To update regarding Norwich Road HGV's**

The recent traffic survey results had been received showing less than 1% of traffic is HGV. The average speed recorded was 43mph. Highways had commented that a 40mph limit could work along this stretch of road, however although this would be supported in principle by Highways, it would have to be member funded. It has been suggested from Highways that a vehicular access sign (flashing speed sign) would be required, costing in the region of £6k, and a minimum £6k for a TRO for the speed limit. It was agreed to pursue this possible speed reduction along the Norwich Road, from the railway crossing to the existing 40mph, and to further investigate the costs and sources of funding.

**iii) Update on Parish Partnership Schemes 2018/2019**

The refund of the 50% contribution paid by the PC for the old-fashioned signage has been received back from NCC. The PC can now take control of the project for footpath maps and claim the 50% of costs from NCC once completed.

**9. To consider the notes and make decisions on matters arising from Playing Field Management Group**

It was agreed to seek clarification on items within the contract following the contract award meeting with ETC, and to apply for the planning permission and ecologist report total costing in the region of £600 +VAT. The project is hoped to commence at the beginning of June 2019.

**10. Finance**

**i) To approve payments – all agreed**

S J Martin February Salary – (66hrs) £698.16 NET & Expenses £142.57	840.73
The Norfolk Pension Fund February (£40.93 EE & £163.71 ER)	204.64
HMRC January (EE £5.06 + ER £5.82)	10.88
Paul Green – Maintenance 2019 February Inv. 939	200.25
NPTS Subscription	270.00
D. Starkings Ltd. (Hedge cutting playing field) (inc. VAT £40)	240.00
Zurich Municipal*	664.68
NP Law (inc. VAT £80)**	480.00
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**ii) To note monthly bank reconciliation report – agreed**

**iii) To consider Insurance quotes**

It was agreed to renew with Zurich for one year at £664.68\*

**iv) To consider subscription to NPLaw**

It was agreed to renew the subscription for one year at £400 + VAT.\*\*

**v) Any other Financial matters arising**

None

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

*General Correspondence*

*Parishioner email regarding daffodils along Bell Lane* – farmer confirmed hedges will be cut at an earlier time next year to avoid damage.

*Norwich Western Link - consultation analysis update*

*Public Spaces Protection Order for Broadland*

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

A Parishioner asked the decision regarding the Mill Road pedestrian crossing – The Chairman explained this was agreed at the last PC meeting not to pursue further as it was not supported by Highways.

**13. Any items for the next Parish Council meeting to be held on Monday 15<sup>th</sup> April 2019 in the Jubilee Hall at 7.30pm.**

The Annual Parish Meeting will be held on Wednesday 10<sup>th</sup> April at 7.00pm in the Jubilee Hall – all welcome.

**There being no further business the public meeting was closed at 9.21pm**

**14. To pass a resolution (under the Public Admission to Meetings Act 1960) to exclude members of the public and press for the following confidential items:**

**i) Clerks Appraisal**

It was agreed this would be carried out by the Chairman and Vice Chairman prior to the next PC meeting.

**ii) To note the Clerk's new pay rate from 1 April 2019**

The Council resolved to approve the recommended 2% cost of living pay increase recommended by the SLCC from 1 April 2019.

**The Chairman closed the meeting at 9.30pm**