

**Minutes of the Salhouse Parish Council meeting
held on Monday 13th November 2023 at 7.00pm
in the Jubilee Hall, Lower Street, Salhouse**

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

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 5

For the benefit of the public, all votes taken were by a show of hands and/or a verbal response from each individual Councillor.

MINUTES

- 1. To receive and accept any apologies for absence**
Apologies were received and accepted from Cllrs. Yallop, Reeve and G. Browne (all personal).
- 2. To receive Declarations of Interest in items on the agenda and applications for dispensations**
None.
- 3. To approve the minutes of the Parish Council meeting of 9th October 2023**
The minutes were proposed to be approved, with no amendment, by Cllr. W. Browne and seconded by Cllr. Peachment - all AGREED and signed by the Chair.
- 4. Chair's Report, to include consideration to any matters arising, not on this Agenda**
The Chair reported on the Remembrance Service he attended to lay the Poppy Wreath on behalf of the Parish and the offer from parishioners to help put out the 'Tommy's' next year. The churchyard tidiness was mentioned, and a conversation had with the Church Warden following comments from Parishioners. Church congregations are declining.
The Clerk is seeking advice regarding the cutting of the bank along Lower Street.
- 5. Public Participation and to receive District and County Councillor reports**
District/County Cllr. Fran Whymark sent apologies to the meeting, however sent a brief report on the District Warm & Well Campaign.
District Cllr. Martin Murrell reported on: Public spaces protection; Business Centre at Broadland Country Park; proposals for budget setting (NCC and BDC in deficit); Nutrient Neutrality and joint venture in River Yare area; Rackheath Medical Centre – works hoping to commence in December once drainage issues resolved; Remembrance service at Church and offer of help with Tommy's next year; Salhouse United Charities Trust help for parishioners for Salhouse in hardship.
A member of the public spoke regarding power outages in the village and their effect on assistance during emergencies; switch off date for analogue phone lines in 2025 and suggested PC to request the District Council to share their plans on this and raise to Government.
- 6. To receive reports:**
 - i) SAM2 data**
Data shared form Norwich Road and Lower Street – no further comments.
 - ii) Team Salhouse**
Report circulated.
Thanks given to those involved for their hard work on both these community activities.

- 7. Planning:**
 - i) To receive a planning report**

Report circulated – no further comments.
 - ii) To consider a comment to planning application:**

BA/2023/0386/TCAA - Salhouse Broad, Lower Street, Salhouse, Norwich - G1: Willow - remove (so as to conserve the area as reedbed)
Parish Council – no comment.
Broads Authority Decision issued – No Objection
 - iii) To consider comments to planning applications received after the agenda published if any**

None.

- 8. Playing Field and Recreation:**
 - i) To receive a report and agree any actions**

Car park resurfacing works scheduled for Monday 20th November for 2-3 days. Car park closed during this period.
 - ii) To receive update on playing field lease**

Letter received from SUCT received confirming no amendments will be made to the lease regarding the number of days the recreation ground can be used for football (training or matches).

- 9. Highways**
 - i) To receive a report from working group**

First working group met last week. Objective, ahead of GT16, to investigate improvements to infrastructure in and around the Parish.
 - ii) To receive update on Honeycombe Road trod path**

Cllrs. to arrange meeting with landowner to discuss.
 - iii) To consider bids for Parish Partnership Scheme 2024/25**

It was AGREED to submit bids for a bus shelter on Thieves Lane and 3 sets of village gateways for Honeycombe Road, Low Road and Bell Lane.
Clerk to obtain quotes and submit the bids.
 - iv) To consider and agree actions on Parish Partnership Scheme bids 2023/24**

It was AGREED to inform NCC not to proceed with the drainage feasibility study under Station Road railway bridge, however, to pay over the monies for the bell mouth improvements Station/Norwich Road junction.

- 10. Biodiversity**
 - i) To update and agree any actions on Biodiversity**

Clerk explained the new legislation which by the 1st January 2024 the PC needs to ‘consider’ biodiversity in its actions/projects and follow up with a Biodiversity policy.
Council considered this and agreed for the Clerk speak to maintenance contractors to ask what chemicals they are using and if they comply with biodiversity. This will also be considered with the ongoing pond project and bank on Lower Street. Policy to follow.

- 11. North Rackheath (GT16) Working group**
 - i) To receive report from working group**

Report circulated prior to the meeting - no further comments.
 - ii) To consider and agree any recommendations from working group**

The following recommendations were agreed:
1 - to request the consultation meeting with TW be scheduled for January 2024, ensuring plenty of notice is given to residents – Clerk completed already.

2 - to set up regular meetings with Rackheath Parish Council members to discuss GT16 Development matters.

3 - for the Parish Council to submit a complaint via the planning portal re lack of consultation, both in relation to the initial planning process but also the current development plans and put in the minutes of the main council meeting that should residents wish, they should also feed any concerns they have around the development directly to the planning portal.

4 - to organise a meeting with the District Council planners to discuss, amongst other things, the style of houses proposed to be built. Thereon in, we also recommend at least quarterly meetings with the planners to allow the Parish Council to share views of the residents on a regular basis.

12. Finance and Administration:

i) To note monthly bank reconciliation report

AGREED by all.

ii) To approve payments:

S J Martin	October Salary & Expenses	£1062.73
HMRC Cumbernauld	October PAYE/NI	£ 61.91
The Norfolk Pension Fund	October (EE & ER)	£ 300.33
Paul Green	Maintenance October 23 (1136)	£ 439.00
SLCC	Subscription renewal	£ 187.00
Broadland District Council	Litter bin emptying 01/04/23 to 31/03/24	£ 265.20
Norse	Maintenance recreation ground	£ 524.90
Norfolk Parish Training & Support	Clerk Seminar	£ 54.00
RBL Poppy Appeal	Poppy wreath and donation	£ 120.00
Norfolk County Council	PP bid 2022/23 Station/Norwich Road junction improvements	£3875.00

All payments AGREED.

iii) To agree meeting dates for 2024

Dates circulated and AGREED. Clerk to book hall and advertise.

iv) To review Data Protection contract

It was AGREED to extend the contract for 3 months Jan-Mar 24.

13. Consultation – to agree a response to:

i) Consultation on the Greater Norwich Local Plan Proposed Main Modifications

No PC comment to be submitted. Individuals can submit their own comments.

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

➤ *General Correspondence*

➤ *Parishioner correspondence regarding Churchyard*

➤ *Review of Polling Districts and Places 2023-24*

➤ *You're invited to Norfolk County Council Budget Consultation (16 November 2023)*

➤ *Broadland and South Norfolk Business Awards 2024 - Nominations are now open! (closes 16 December 2023)*

➤ *Norwich Western Link project update*

15. Any items for the Parish Council meeting on Monday 11th December 2023

Draft budget (Cllr. Francombe to attend training course); BDC enforcement update form District Cllr. Murrell; hedge cutting quotes; Neighbourhood Plan review update.

Meeting closed 20:30