

**Minutes of the Salhouse Parish Council meeting
held on Monday 11th September 2023 at 7.00pm
in the Jubilee Hall, Lower Street, Salhouse**

Present: Robert Cooper (Chair), Julie Redburn, Lynn Yallop, Helen Reeve, Gary Browne, Wendy Browne, Nick Ball, John Leathers and Andrew Peachment.

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 9

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 Cllr. Francomb (personal).
- 2. To receive Declarations of Interest in items on the agenda and applications for dispensations**
Cllrs. G and W Browne declared an interest in item 7ii (planning application 2023/2471) as neighbouring property owners.
- 3. To approve the minutes of the Extraordinary Parish Council meeting of 2nd August 2023**
The minutes were proposed to be approved, with no amendment, by Cllr. W Browne and seconded by Cllr. G Browne - all AGREED and duly signed by the Chair.
- 4. Chair's Report, to include consideration to any matters arising, not on this Agenda**
The Chair mentioned Nutrient Neutrality and inland windfarms moving forward as per the news – this is something to keep an eye on.
The next Police SNAP meeting is being held on 28th September 2023, 6-7pm online.
- 5. Public Participation and to receive District and County Councillor reports**
District Councillor Martin Murrell spoke about the review in licencing fees; Council Tax Assistance; Nutrient Neutrality, a reversing decision to go through legislation; credit scheme continues only off River Yare.
GT16 development will have own mitigations scheme.
District/County Councillor Fran Whymark spoke re: A47 duelling and the legal challenge appeal; Postwick Park & Ride reopened 4th September 2023; £2 fares to continue until at least October 2023; medical centre in Plumstead has been agreed although an issue with drainage on site, however a solution put forward – plan to commence building in October 2023.
A member of the public raised concerns around parking on Lower Street at Stag public house, including buses not being able to get through and dangers on the bend.
A member of the public reiterated the concerns re parking on Lower Street.
It was also raised litter issues within the MUGA and if any signage or additional bins could be installed.

6. To receive reports:

i) SAM2 data

Data from Lower Street and Norwich Road circulated.

It was noted there is a SAM2 device which takes a photo of car registration numbers of vehicles which exceed the speed limit, however this is NOT supported in Norfolk at this time.

ii) Team Salhouse

Report circulated- no further comments.

7. Planning:

i) To receive a planning report

Report circulated and noted.

CLLrs. G & W Browne left the meeting at 19:14

ii) To consider a comment to planning applications:

2023/2471 - Land To The Rear Of 68 Lower Street, Salhouse, Norfolk - Variation of condition of 2 of 20171302 - changes to design type for plot 2

Comment: No Objection

CLLrs. G & W Browne rejoined the meeting at 19:15

iii) To consider comments to planning applications received after the agenda published if any

No further applications received.

8. Playing Field and Recreation:

i) To consider and agree recommendations regarding car park works

Postponed until October meeting.

ii) To update on the Football Club/SUCT recreation ground contracts

The PC's request for amendments to the playing field lease will be considered by Salhouse United Charities Trust at their October meeting, therefore the existing contract with the football club was presented (with few changes) and has been signed and returned by the football club along with the annual rent payment.

iii) To agree policy for car parking on playing field

A draft policy had been circulated; however amendments to be made and represented at the October meeting for consideration.

iv) To consider request to Bring Waffle n Shake Shack to Salhouse Village

Concern was raised that this may increase the litter issues at the playing field as raised in public participation.

Further information to be sought on this request. It was AGREED to consider again once further information received.

ACTION: Clerk to enquire with BDC if larger bins can be installed.

9. Highways

i) To receive update on and agree any actions on Honeycombe Road trod path

Ongoing - to arrange a meeting with landowner to discuss options and safety issues for pedestrians - to report at October meeting.

One member of the public left the meeting at 19:27

ii) To consider applying to Highways for 40mph speed limits on perimeters of Parish

It was suggested a working group be formed to investigate items 9 ii, iii, iv and v – therefore postpone until next meeting.

- iii) **To consider investigating further fixed signage along Norwich Road**
As per item 9 ii.
 - iv) **To consider investigating a village gateway at Salhouse/Rackheath boundary**
As per item 9 ii.
 - v) **To discuss and agree any actions regarding parking complaints on Lower Street near to public house**
To be raised at SNAP meeting. ACTION: to contact Police and Highways to seek advice and ask what actions have been taken so far.
 - vi) **To discuss and agree any actions re encroaching hedge on Lower Street (92-96) (safety concerns)**
To be reported to Highways.
 - vii) **To discuss Station Road junction improvements**
Postponed to investigate funding from Taylor Wimpey towards this project as part of the GT16 North Rackheath development.
 - viii) **To consider bids for Parish Partnership Scheme 2024/25**
Suggestions to investigate further with Highways include: Gateways at each Salhouse boundary (5), including 'Community Speedwatch' label. To seek funding from County Councillor.
- 10. North Rackheath (GT16) Working group**
- i) **To receive report**
Report circulated with results from the survey (10.7% return based on circa 724 resident households). Thanks given to all those who helped.
 - ii) **To receive recommendations from working group to consider/agree**
The following actions were AGREED:
 1. Send copy of the report to BDC, Taylor Wimpey and Rackheath PC.
 2. Produce an update for publishing in the next issue of the SAGA.
 - iii) **To consider Station Road/Muck Lane and Stonehouse Road closure proposal and agree any actions**
Taylor Wimpey to hold a public presentation on 30th September 2023; therefore to wait until after this to consider further actions.
- 11. Finance and Administration:**
- i) **To note monthly bank reconciliation report**
AGREED by all.
 - ii) **To approve payments:**

S J Martin	August Salary & Expenses	£832.85
The Norfolk Pension Fund	July (EE & ER)	£187.46
Paul Green	Maintenance August 23 (1129)	£304.25
PKF Littlejohn LLP	External Audit	£378.00

 All Payments AGREED.
 - iii) **To receive an update on External Audit**
The conclusion of the External Audit was noted – no issues raised.
 - iv) **To consider appointment of Internal Auditor for 2023/24**
It was AGREED to appoint Sue Lake for 2023/24 at a cost of £100.
 - v) **To note increase of hall hire charges for Jubilee Hall**
Noted.
 - vi) **To consider purchase of printer**
This was AGREED by all.

- vii) To consider donation to Royal British Legion Poppy Appeal (s137)**
It was AGREED to donate £120, including the cost of a Poppy Wreath.
- 12. Consultation:** to consider a response to -
Public Spaces Protection Order - Vehicle Related Anti-Social Behaviour (closes 29th September 2023)
No PC comment; however individuals can submit comments directly.
- 13. To receive correspondence and agree response (if any) – all noted.**
- *General Correspondence*
 - *Broads Briefing August 2023*
 - *Invitation to the East Anglian Coast and Estuaries Conference 2023 - 12th October 2023 9.30am – 4.00pm*
 - *Mindful Town and Villages - mental health support for your community*
 - *Community Involvement: Overcoming Challenges & Unleashing Potential (free training)*
 - *Parishioner email regarding village grass cutting*
- 14. Any items for the Parish Council meeting on Monday 9th October 2023**

Meeting closed 20.00