

**Minutes of the Salhouse Parish Council meeting
held on Monday 12th February 2024 at 7.00pm
in the Jubilee Hall, Lower Street, Salhouse**

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

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 14

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

- 1. To receive and accept any apologies for absence**
No apologies received – all Councillors present.
- 2. To receive Declarations of Interest in items on the agenda and applications for dispensations**
Cllr. Francomb declared an interest in planning item 7ii 2024/0127 as a neighbour.
- 3. To approve the minutes of the Parish Council meeting of 8th January 2024**
The minutes were proposed to be approved, with no amendment, by Cllr. Redburn and seconded by Cllr. Francomb - all AGREED and signed by the Chair.
- 4. Chair's Report, to include consideration to any matters arising, not on this Agenda**
Since the last PC meeting Helen Reeve has stepped down as a Parish Councillor – thanks were given for Helen's commitment, work and support given to the PC. This leaves 2 vacancies on the Parish Council.
The Parish, and surrounding areas, have experienced a lot of flooding again in recent weeks.
- 5. Public Participation and to receive District and County Councillor reports**
There were no District or County Councillors at the meeting and no reports received.
The Church Warden updated the PC on the recent quinquennial inspection and architects report on the fabric of the Church, which has identified that over the next few years the thatch roof will need replacing. It is hoped the Parish will get involved in fundraising.
Updates will be provided in the SAGA. The Church remains open throughout the year.
The local Scout leader for Salhouse spoke about their search for land or buildings as use for a permanent hub for the groups and any support which could be given.
A member of the public spoke about roadworks around the village and abandoned signage along The Loke.
The next Salhouse SAGA magazine is due to be published in March and closing date for publications is 8th March 2024.
A member of the public spoke about irresponsible parking around the school at drop off/pick up times and lack of consideration for residents.
A member of the public spoke regarding their objections to PA 2024/0127.
- 6. To receive reports:**
 - i) SAM2 data**
Data circulated from Norwich Road.
Sites have been approved along Thieves Lane to site the SAM2 and collect data.
 - ii) Team Salhouse**
Report circulated.

iii) Tree Steward Report

Report circulated and noted.

7. Planning:

i) To receive a planning report

Report circulated – no further comments.

ii) To consider a comment to the following planning applications:

Cllr. Francomb left the meeting 19:19

2024/0127 - 4 Topcliffe Avenue, Salhouse, Norfolk, NR13 6RN - Extension to existing garage

PC comment: Objection – due to being too close to neighbouring boundary.

Cllr. Francomb rejoined the meeting 19:30

2024/0202 - The Thatched House, 24 Station Road, Salhouse, Norfolk, NR13 6NX - Removal of conservatory. Erection of two storey rear extension and installation of driveway with double gates

PC comment: No Objection - however external lighting to be within the boundary of the property and not on Station Road.

iii) To ratify the following planning comment submitted between meetings:

BA/2024/0017/TCAA - Salhouse Broad, Lower Street, Salhouse, Norwich - Proposal: G1: Plum (ht 4.5m, partially failed) - fell. G4: Goat Willow, Sallow - Fell and eco plug coppices which are forming within outline area G4. T433: Ash (ht 15, w5) - fell. T435: Oak (ht 11.2, w9) - Reduce crown by up to a maximum of 2.5m to relieve pressure on major cavity. T436: Sweet Chestnut (ht 17.2, w9) - Remove suspended branches. T2348: Oak (ht 13.2, w10) - Raise crown to 3m over path and reduce end weight by 2.5m. T11: 2 Alders, 3 Ash trees (ht 7.5, w 5) - Fell remainder of group after recent failure has destabilised the root plates. T2: Oak (ht 11, w 6) - deadwood crown. T10: Oak (ht 9, w6) - Remove damaged limb. T352: Oak (ht 13.2, w 8)- deadwood crown.

PC Comment: No Objection

Agreed/Ratified by all.

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

None.

v) To discuss Salhouse boundary review and agree any actions

It was discussed investigating this further with the District Council, Rackheath PC and Neighbourhood Plan team and arranging a public meeting for comments.

8. Playing Field and Recreation:

i) To receive a report and agree any actions

Notes from meeting circulated. New bin installed at recreation ground. Investigation ongoing regarding replacing play tower.

ii) To consider and agree village events team request

It was AGREED for an event to be held on the recreation ground on Saturday 6th July 2024. It was also AGREED to permit dogs on the field for this event. The car parking request to be considered further.

9. Highways

i) To receive a report from working group

An initial meeting to discuss suggestions, forward planning and collaboration has been arranged for the Council and surrounding Parishes on 21st February 2024.

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

Awaiting a response from NCC Highways on this project.

10. North Rackheath (GT16) Working group

i) To receive a report from working group

Reports circulated. Main concerns on GT16 site which may affect parishioners are the Waste treatment works for odour.

ii) To consider and agree any recommendations from working group

To continue regular meetings with Rackheath PC and key stakeholders.

11. Neighbourhood Plan

i) To receive an update and consider any actions regarding the Neighbourhood Plan review

Ongoing. Cllr. W. Browne suggested to the public to join this working group and be part of the review and revision of the Salhouse Neighbourhood Plan.

12. Finance and Administration:

i) To note monthly bank reconciliation report

AGREED by all.

ii) To approve payments:

S J Martin	January Salary - NET & Expenses	£720.99
The Norfolk Pension Fund	January (EE & ER)	£205.63
Paul Green	Maintenance January 24 (1146)	£205.00

All payments AGREED.

iii) To agree purchase of further SAM2 brackets

It was AGREED to purchase 3 brackets.

iv) To agree Clerks attendance at NPTS Spring seminar (21/03/24)

Training AGREED.

v) To review and agree the following policies:

- Social Media
- Document Retention and Disposal

Both policies to be postponed to March meeting to be reviewed/agreed.

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

➤ *General Correspondence*

➤ *Baby and Kids Clothes Swap Event in Aylsham 19/02/24*

➤ *Norfolk Minerals and Waste Local Plan - Notification of Submission*

14. Any items for the Parish Council meeting on Monday 11th March 2024

Meeting closed – 20:01