

**Minutes of the Salhouse Parish Council meeting  
held on Monday 11<sup>th</sup> December 2023 at 7.00pm  
in the Jubilee Hall, Lower Street, Salhouse**

**Present:** Robert Cooper (Chair), David Francomb, Julie Redburn, Lynn Yallop, Helen Reeve, Nick Ball, and John Leathers.

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

**Members of Public: 7**

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**

Apologies were received and accepted from Cllrs. G. Browne, W. Browne and A. Peachment (all personal).

**2. To receive Declarations of Interest in items on the agenda and applications for dispensations**

Cllr. Cooper declared an interest in discussions regarding the bus shelter on Thieves Lane.

**3. To approve the minutes of the Parish Council meeting of 13<sup>th</sup> November 2023**

The minutes were proposed to be approved, with no amendment, by Cllr. Francomb and seconded by Cllr. Ball - all AGREED and signed by the Chair.

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

The Chair commented on the poor weather recently. As the year ends, also remembering those parishioners who have passed away – most recently Ronnie Took.

The next police priority setting meeting (SNAP) is scheduled for Monday 18<sup>th</sup> December – further details will be shared when received.

**5. Public Participation and to receive District and County Councillor reports**

A member of the public spoke regarding the proposed installation of a bus shelter on Thieves Lane at the existing bus stop. The resident objects to this being installed for the reason of it being sited outside their property and their view it will encourage children to mess around. The Chair pointed out that the PC had received requests from other parishioners for this to be installed to protect from weather. It was explained the shelter would be cantilever style and not enclosed.

District Councillor Martin Murrell reported on Council Tax Assistance Scheme and Hardship funding; District budget setting proposed at 5%.

County/District Councillor Fran Whymark reported on 'Winter Warm & Well' and access services at night; County Deal being voted on tomorrow, which if agreed would transfer significant funding and powers to Norfolk and an elected leader in 2025.

County Budget proposed 2.99% plus 2% for adult social care. Rackheath Medical Centre hoping to be signed off by planning this week now drainage, Highways and utilities issue have been resolved.

**6. To receive reports:**

**i) SAM2 data**

Data from Lower Street and Norwich Road circulated showing high speeds recorded and over 20% of vehicles exceeding the speed limits.

- ii) **Team Salhouse**  
Report circulated.

Thanks given to all volunteers for their continued hard work within the Parish.

## 7. **Planning:**

- i) **To receive a planning report**

Report circulated – it was noted the refusal of planning application 20170243 Land to the Rear of 74-90 Norwich Road, Salhouse.

Also appeal lodged for 2023/0260 Border Lodge, 35 Station Road, Salhouse.

Correspondence received from District Cllr. Murrell regarding planning updates – the PC to write to the planning authority to ask further questions and clarifications.

- ii) **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**

The car park resurfacing works have now been completed, and the new litter bin is awaiting installation. The existing litter bin is to be relocated to save costs to Howlett's Loke to be used for both dog and litter waste.

- ii) **To consider and agree hedge cutting of recreation ground**

The 3 individual area quotes were considered, and it was AGREED to proceed with Norse to cut the inside of the playing field; roadside along Thieves Lane and cut back at car park entrance to improve visibility.

## 9. **Highways**

- i) **To receive a report from working group**

Group to meet in the new year.

Email has been sent to surrounding Parishes seeking their support and recommendations – some responses received back.

Group to look at speed reduction measures within the Parish including trods, and parking issues on Lower Street.

Chair attended public consultation in Coltishall as North Walsham proposed development will have a knock-on effect on infrastructure.

Parish Partnership bids have been submitted for gateways and bus shelter – County Cllr.

Fran Whymark has pledged £1000 to each scheme from his member fund.

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

A meeting was attended this morning by Cllrs. Redburn, Leathers, Francomb, Clerk and adjoining landowner. It was discussed Highways and PC supporting only the original option, although the landowner did not support this. PC to go back to Highways to investigate next steps.

## 10. **North Rackheath (GT16) Working group**

- i) **To receive report from working group**

A verbal report was given by Cllr. Yallop. Taylor Wimpey have agreed a further consultation date at end of January 2024 – further details to be shared once received.

- ii) **To consider and agree any recommendations from working group**

There were no recommendations to consider this meeting.

## 11. Neighbourhood Plan

- i) **To receive an update and consider any actions regarding a Neighbourhood Plan review**  
Cllrs. met with representatives from BDC to understand the process for reviewing the NP. The following recommendations were considered and AGREED.
- To apply for funding to appoint an external consultant to review the current NP.
  - To contact previous member of the NP steering group to see if interested in being part of this review.

Cllr. Yallop left the meeting 20:12

## 12. Finance and Administration:

- i) **To note monthly bank reconciliation report**

AGREED by all.

- ii) **To approve payments:**

S J Martin	November Salary – NET & Expenses	£726.44
The Norfolk Pension Fund	November (EE & ER)	£198.53
Paul Green	Maintenance November 23 (1139)	£133.25
GB Driveways	Car park resurfacing (inc. VAT £1500.00 s106)	*£9,000.00
Broadland District Council	Dog bin emptying (inc. VAT £246.50)	£1479.00
Pauline Garner	Team Salhouse Expenses (inc. VAT £10.46)	£62.70

All payments AGREED.

\*S106 monies to be used.

## 13. Budget

- i) **To review draft budget for 2024-25**

Cllr. Francombe attended a training session on Council Budgeting.

The draft budget was circulated for comment.

Final budget and precept figure to be presented at January 2024 meeting for approval.

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

- *General Correspondence*
- *Norwich Western Link Project Update*
- *Community Tree Planting grants*

## 15. Any items for the Parish Council meeting on Monday 8<sup>th</sup> January 2024

Final budget and Precept.

Recreation ground maintenance contract.

The Chair wished everyone a Merry Christmas and Best Wishes for the New Year.

Meeting closed: 20:17