

**Minutes of the Salhouse Parish Council meeting
held on Monday 14th February 2022 at 7.30pm
at the Jubilee Hall, Lower Street, Salhouse**

Present: Bob Cooper (Chair), Colin McCormick, Julie Redburn, Lynn Yallop and Andrew Peachment.

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.

1. **To receive and accept any apologies for absence**
Apologies were received and accepted from Nick Ball (personal).
2. **To receive Declarations of Interest in items on the agenda and applications for dispensations**
Cllr. Cooper declared an interest on recreation ground issues as Trustee of Salhouse United Charities Trust.
3. **To approve the minutes of the Parish Council meeting of 10th January 2022**
The minutes of 10th January 2022 were proposed to be approved by Cllr. Yallop; seconded by Cllr. Redburn; all AGREED by a show of hands and signed by the Chair.
4. **Chair's Report, to include consideration to any matters arising, not on this Agenda**
The Chair's report included the resignation of Martin Nudd from the Council. Thanks were given to Martin Nudd, and Steve Jarvis who also resigned recently as Parish Councillor, for all their hard work and commitment to the Parish.
The North Rackheath public exhibition held today attracted over 80 attendees who all gave feedback on the Rackheath Masterplan which includes development within Salhouse.
The ditches along Howlett's Loke have been cleared by Highways, which should help with the flooding issues.
The new dog bin has also been installed.
Further trees at Salhouse Broad have been removed by the Estate.
5. **Public Participation and to receive District and County Councillor reports**
Representatives from the Broads Trust and Salhouse Broad spoke regarding the proposed Dark Skies Platform which is planned to be installed at the Broad. It is part of, and to be funded by, the Norfolk County Councils Experience Project and will include Discovery Hubs. The Broads Authority and Broadland District Council support this project and it was asked if the PC would consider also supporting this project. (Agenda item 6iii).
A Parishioner raised the grass bank opposite Prima Rosa, which has recently been cut, however looking untidy. The Clerk explained that the bank had been cut, but as had not been done for some time there was too large an amount of cuttings to be removed. The cutting was also carried out avoiding flowering bulbs.
It was suggested the cutting be carried out annually and at an earlier time within the year.

2 members of the public left at 19.52
6. **Planning:**
 - i) **To receive a planning report**
Report was circulated, no further comments.
 - ii) **To consider the following planning applications:**
 - 20220012 - School Farm, 41 Lower Street** - Proposed riding area/manege with external fixed post lighting
Resolution: to SUPPORT in principle, however, raise the following concerns:
Lighting – height of post and direction of lighting (to protect neighbouring properties); length of time lighting to be in use; Parish Dark Skies Policy (Neighbourhood Plan OE3), also noting the planned Hub at Broad.
 - 20220059 - 15 Otter Close, Salhouse, NR13 6SF** - Front entrance porch & rear extension
Resolution: No Objection

iii) **To consider supporting the Dark Skies Hub at Salhouse Broad**

It was AGREED to support in principle the idea of the Dark Skies Hub at Salhouse Broad.

7. **To receive reports, and agree any actions arising:**

i) **SAM2 data**

Report circulated – no further comments.

ii) **Team Salhouse**

Report circulated – no further comments.

iii) **Tree Steward**

Report circulated – Rowan tree to be replaced at the recreation ground as did not survive from original planting.

iv) **War Memorial**

The works have been completed to straighten the memorial. It has also been cleaned and re-lettered and looking good.

8. **Playing Field and Recreation:**

i) **To receive report regarding the Playing Field, and discuss any actions arising**

The gate at the recreation ground has been damaged and in need of repair. Works for the wireless lighting switch should be completed by the end of the week.

ii) **To discuss/update on 'The Queen's Platinum Jubilee Celebrations'**

Cllr. Redburn briefly outlined the Jubilee Hall management committees' ideas for a Jubilee Lunch Party on Saturday 4th June between 12.00 and 16.00 at the hall. It was agreed to support this suggestion and to discuss the planting of a rose bush and placing a plaque at the hall.

9. **Highways and Footpaths:**

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

Report circulated – it was raised the NCC maintained unsurfaced road 'Hospital Lane' is unpassable, and a gate on the bridleway at Normans Farm unable to be opened easily by horse riders – to be reported to Highways. An update to be requested on Footpath 12.

ii) **To update on footpath Rights of Way deadline 2026**

It was discussed the specific paths to be identified and considered at the March meeting to be nominated – action ALL.

iii) **To receive update and to consider supporting aim and objectives of the Salhouse Station Group**

Cllr. McCormick gave a brief update on the aims of the recently set up community Salhouse Station Group, including improving the condition and physical appearance of the building; identifying an alternative use and securing access from Howlett's Loke, all with the aim to persuade Greater Anglia not to demolish the building. The Station building is mentioned in the Neighbourhood Plan.

It was AGREED to support these aims and objectives.

iv) **To discuss/consider Cheyney/Topcliffe Avenue verges**

To be postponed to March meeting. To seek advice from Highways.

v) **To consider installation of dog bin along Station Road**

It was voted 4 in favour and 1 against to pursue the installation of a new dog bin outside Dakenham Hall on Muck Lane, close to start of Rackheath Footpath 5. Permission needs to be granted from Broadland DC and Highways, however if granted to purchase/install a new bin.

10. **Finance and Administration:**

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

AGREED by all.

ii) **To approve payments:**

S J Martin	January Salary and expenses	£ 686.84
The Norfolk Pension Fund	January	£ 189.46
Paul Green	Maintenance January 22 (1077&1078)	£ 340.16
C J International	Data Protection consultancy (inc. VAT £12)	£ 72.00

Nick Hindle Stonemasons	War memorial renovation and cleaning (inc. VAT £279.20)	£ 1,675.20
ESE Direct Ltd.	Dog bin Howlett's Loke (inc. VAT £89.54)	£ 104.34
Norfolk PTS	Essential Seminar (31/03/22)/Internal Auditor (14/01/22)	£ 97.00
Norse Eastern Ltd.	Playing field hedge cutting (inc. VAT £89.54)	£ 537.29
Salhouse 2000	Hall hire Oct-Dec 21	£ 54.00

iii) **To consider donation to Church towards maintenance**

It was AGREED to donate £500 in the new financial year.

iv) **Policies for review:**

The following policies were all APPROVED with no further amendments.

Standing Orders

Financial Regulations

Financial Risk Assessment

General Data Protection Regulation Policy

11. **Assets of Community Value (ACV)**

i) **To receive update from Working Group**

The working group made a recommendation to the PC for consideration - not to renominate 82B Lower Street for an ACV due to not meeting the criteria at this time.

ii) **To consider renomination of ACV on 82b Lower Street**

Following the recommendation of the working group and discussions, it was proposed by Cllr. Yallop; seconded by Cllr. Redburn and AGREED by all Councillors to not re-nominate at this time. The decision was based on awaiting the outcome of the planning appeal on this building. It was also discussed that at this current time the building may not fully meet the ACV criteria. This current decision will not preclude the Parish Council from re-nominating this building in the future if the criteria of an ACV is later met.

12. **Flooding Working Group**

i) **To receive update from Working Group**

Cllr. McCormick gave a brief update on the meeting held with Highways and Flood & Water Management Team. Highways have started, and will carry out further investigations, regarding the drainage. The landowner to clear ditches further up Hall Drive to help alleviate the surface run off. Advice regarding the pond to be sought.

13. **Consultation:**

Consultation on Proposed Submission Version North Norfolk Local Plan (Regulation 19 Publication)

It was AGREED for the PC not to submit a comment, but individuals encouraged to submit their own responses.

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

General Correspondence

NALC newsletters (inc. Wellbeing)

Police Parish Newsletter

Broads Briefing

Vodafone plans to retire Rural Open Sure Signal devices in Salhouse

Street Naming and Numbering: Confirmation of a change of property name – SNN Ref 1022

Norwich Western Link project update

GNLP Local Plan Examination

Correspondence from the ICO

15. **Any items for the next Parish Council meeting on Monday 14th March 2022**

None.

Meeting closed 21.20