

**Minutes of the Salhouse Parish Council meeting  
held on Monday 9<sup>th</sup> December 2024 at 7.00pm  
in the Jubilee Hall, Lower Street, Salhouse**

**Present:** Robert Cooper (Chair), David Francomb, Gemma Hampton, Nick Ball, John Leathers, and Andrew Peachment.

**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. J. Redburn, G Browne and W. Browne (all personal).

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

Cllr. G. Hampton declared a work interest regarding correspondence re: bleed kits.

**3. To approve the minutes of the Parish Council meeting of 11<sup>th</sup> November 2024**

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

**4. To receive Chair's Report**

The Chair commented on how quick the year has flown and now the last PC meeting of 2024. It was reported there will be no Church service at Salhouse this year. Thanks and Best Wishes were given to those who attend the PC meetings.

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

District Councillor Martin Murrell gave apologies from District/County Councillor Fran Whymark. It was reported that not much is happening at District - there is a Scrutiny meeting tomorrow, and housing communities meeting to discuss temporary housing; Council Tax is due to increase by full amount.

County Council discussing budget – there is a large funding gap; Devolution Bill for Norfolk has been lost and investigations into Mayoral combined authorities.

A member of the public reported overhanging branches outside The Grange on Lower Street – *to be reported to Highways*.

It was discussed that although no Church service taking place the Church will be open on Christmas Day.

A representative from the village hall committee thanked the PC for their donation towards the Christmas lights; a digital hearing loop is to be installed in the Jubilee Hall in the new year; reported a rotten tree at the Church on Highways land – *to be reported to Highways*. Salhouse Station Group are looking at a business plan to open the station building and will be holding formal meetings in the new year.

A member of the public spoke regarding PA2024/3457 Bridle Cottage, 7 Upper Street stating the loss of privacy to neighbours, its proposed size, within conservation area and how it will change the streetscene.

A member of the public reported on the footpath improvements on Station Road.

It was also raised the verges along Honeycombe Road do not allow pedestrians to step onto them if needing get off the road and stressed it is not a safe road to walk along.

**6. To receive reports:**

- i) **SAM2 data** - data circulated showing high speeds recorded.
- ii) **Team Salhouse** – report circulated.
- iii) **Tree Steward** – no report.

**7. Planning:**

**i) To receive a planning report**

Report circulated and noted.

**ii) To consider comments to the following planning applications:**

**2024/3457** - Bridle Cottage, 7 Upper Street, Salhouse, Norfolk, NR13 6RZ - Proposed First Floor Extension

**PC Comment:** No Objection – however to query number of dormer windows as not clear on plans.

**iii) To discuss and consider a response to Broad's Authority Call for sites - Local Plan for the Broads**

AGREED for individual comments to be submitted.

**iv) To consider comments to planning applications received after the agenda published**  
– None.

**8. Playing Field and Recreation:**

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

Working group meeting to be held in January 2025. Wok Truck not to attend village until February 2025.

**ii) To update on meeting with football club**

Meeting held with FC to discuss correspondence regarding MUGA lights. Report circulated to Council.

**iii) To discuss and consider football club contract**

It was noted that the FC have signed and returned the field hire contract.

**iv) To discuss and consider MUGA lighting**

Cllr. Cooper abstained from the discussion and decision.

It was AGREED for the PC to find a contractor to return the lights to the original position as soon as possible due to the now breach of planning conditions and dark skies NP policy, and liabilities this now caused the PC. Permission to move the lights was not requested or granted. Invoice for work to be recharged to FC. To be stressed lights must not be moved again or will be treated as infringement as PC property and will be reported accordingly.

**v) To update on Bell Pond works and agree any actions regarding quote**

Quote for works received. AGREED to proceed and schedule for early 2025.

**vi) To consider and agree hedge cutting along Thieves Lane**

This was AGREED to be booked before March 2025 and also for hedge cutting inside the playing field.

**9. Highways**

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

Meeting with surrounding parishes to be organised in the new year.

Parish Partnership bids for 2025/26 submitted.

Meeting was held with Rackheath PC and Highways discussing GT16 infrastructure.

**10. Neighbourhood Plan (NP)**

**i) To receive an update regarding the NP review**

Consultant appointed and accepted review of Salhouse NP. Meeting to be arranged nearer to April 2025.

**ii) To receive update on BDC NP meeting attended**

Cllrs. Cooper and G. Browne and Clerk attended online meeting which provided updates in many aspects of neighbourhood planning.

**11. Finance and Administration:**

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

AGREED by all.

**ii) To approve payments:**

|                           |  |         |
|---------------------------|--|---------|
| S J Martin                | November Salary - NET & Expenses           | £918.54 |
| HMRC Cumbernauld          | October PAYE/NI                            | £ 24.36 |
| The Norfolk Pension Fund  | October (EE & ER)                          | £253.54 |
| Paul Green                | Maintenance November 24 (1179)             | £231.25 |
| Community Heartbeat Trust | Donation                                   | £100.00 |
| Oddbods                   | Play equipment cleaning (inc. VAT £123.00) | £738.00 |
| All payments AGREED       |  |         |

**iii) To discuss Lloyds bank correspondence regarding account charges**

To add bank charges to budget but remain with Lloyd bank for now.

**12. Budget**

**i) To review draft budget for 2025-26**

Draft budget circulated – to be agreed along with Precept at January 2025 meeting.

**13. To receive correspondence and agree response – all noted**

- *General Correspondence*
- *Norwich Western Link project update*
- *Joe Dix Foundation - Bleed kits available*
- *RACKHEATH draft revised Neighbourhood Plan: pre-submission consultation (Reg 14)*

**14. Any items for the Parish Council meeting on Monday 13<sup>th</sup> January 2025**

Whistle on trains

Bleed kits

Budget/precept

Meeting closed: 20:19