

**Minutes of the Salhouse Parish Council meeting  
held on Monday 8<sup>th</sup> January 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 and John Leathers.

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

**Members of Public: 8**

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. Yallop and Reeve (both 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 2023/3575 as neighbours.
- 3. To approve the minutes of the Parish Council meeting of 11<sup>th</sup> December 2023**  
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**  
The Chair wished everyone a Happy New Year. It was commented on the upcoming cold weather forecast, and the amount of rain falling recently causing localised flooding.
- 5. Public Participation and to receive District and County Councillor reports**  
District/County Cllr. Fran Whymark sent apologies to the meeting – a brief report was given on disabled concessionary travel pass holders who will get 24/7 free travel from 1st February and the settlement from Central Government which will require further funding from NCC. District Cllr. Murrell reported on the Rackheath Medical centre for which planning was granted on 20<sup>th</sup> December 2023 with conditions including drainage and access road; the upcoming Taylor Wimpey public consultation; flooding in parish (Howletts Loke) and surrounding areas.  
A member of the public spoke about planning application 2023/3821 and asked if Nutrient Neutrality would apply – District Cllr. Murrell responded confirming this.  
A member of the public spoke about the forthcoming cold weather and the gritting route and requested that Lower Street be reassessed again and to be included. It was noted a parishioner had been injured following slipping on the icy road.
- 6. To receive reports:**
  - i) SAM2 data**  
Data circulated from Norwich Road and Bell Lane.
  - ii) Team Salhouse**  
Report circulated.
  - iii) Police priority setting meeting**  
Meeting attended by Cllr. Cooper and a member of the Speedwatch team– police priorities in Salhouse continue to be speeding and parking issues. The safety camera team have been out in the Parish and with the Community Speedwatch group. Next SNAP meeting in March.

PC Al Jennings is holding a street surgery at Black Barn Farm on 13th January – anyone welcome to drop in.

## **7. Planning:**

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

Circulated and noted. Clerk to query with planning authority 2023/2017 - Land East Of Property Number 28 Station Road Salhouse Norfolk - Erection of 4 no. single storey dwellings – now showing online as 3 dwellings but no correspondence received or re-consultation.

Cllrs. G Browne and W. Browne left the meeting 19:13.

### **ii) To consider a comment to the following planning application**

**2023/3575** - Bella Rosa, 2 Hewetson Close, Salhouse, Norfolk, NR13 6SZ - Erection of brick and timber double bay cart shed with pantile roof

**PC Comment:** No Objection.

Cllrs. G Browne and W. Browne rejoined the meeting 19:14.

**2023/3781** - Nelson Barn, 23 Lower Street, Salhouse, Norfolk, NR13 6RW - Brick & mortar repairs to external wall

**PC comment:** No Objection.

**2023/3821** - 82B Lower Street, Salhouse, Norfolk, NR13 6AD - Change of use from shop to holiday let

**PC comment:** No Objection. The PC would request a condition that the external decorating is in keeping with the surrounding and conservation area, and subject to compliance with Nutrient Neutrality and recommended sizing for a holiday let.

### **iii) 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**

Playing field hedges, including roadside on Thieves Lane, have been cut and visibility when exiting ground improved.

### **ii) To consider and agree grass cutting maintenance contract**

It was proposed by Cllr. Peachment; seconded by Cllr. Leathers and AGREED by all to award the contract to Norse at a cost of £950.07 per annum (plus VAT). It was proposed by Cllr. Redburn; seconded by Cllr. Ball and AGREED by all for a 3-year contract applying an uplift of 5% for year 2 and held price for Year 3 (£997.57 exc. VAT years 2&3).

## **9. Highways**

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

No working group meetings held.

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

Highways to consider and decide if trod path can proceed or not following landowner's objection.

### **iii) To discuss and agree any actions regarding traffic issues within the village**

It was AGREED to write to the bus companies to remind drivers of speed limits in village. It was AGREED for Cllrs. to speak with landlord of pub to explain complaints PC is receiving regarding parked vehicles and The Lodge regarding external lighting on signage distracting vehicles and request their support in resolving.

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

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

No meeting held - awaiting consultation and Masterplan resubmission.

TW consultation dates Rackheath Monday 22<sup>nd</sup> January 2-8pm and Salhouse Friday 26<sup>th</sup> January 2-8pm

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

To advertise the consultation on noticeboards, website and Facebook page.

**11. Neighbourhood Plan**

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

Responses/feedback have been received from the contacted surrounding Parishes regarding consultants they have used for their NP reviews. It was AGREED for Cllrs. Francomb and Redburn to review with Clerk and obtain quotes.

**12. Finance and Administration:**

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

AGREED by all.

**ii) To approve payments:**

S J Martin	December Salary - NET & Expenses	£858.39
HMRC Cumbernauld	December PAYE/NI	£ 38.11
The Norfolk Pension Fund	December (EE & ER)	£259.99
Paul Green	Maintenance December 23 (1140)	£166.25
Norfolk PTS	Budgeting training David	£ 44.00
Salhouse 2000	Hall rent (Oct-Dec 24)	£ 70.00

All payments AGREED.

**13. Budget**

**i) To agree Budget**

The Budget for 2024/25 was reviewed and AGREED by all.

**ii) To agree General Reserves policy**

It was AGREED by all to retain a general reserve of approximately 6 months.

**iii) To agree Precept**

It was AGREED by all to set the precept for the 2024/25 financial year at £31,197. This equates to a Band D increase of £1.15 per annum. Tax base for 2024/25 increased from 594 to 604. Clerk to submit to BDC.

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

➤ *General Correspondence*

➤ *BDC Pride in Place Grant Scheme (deadline for applications is 31<sup>st</sup> January 2024)*

➤ *Parishioner correspondence re parking issues on Lower Street*

**15. Any items for the Parish Council meeting on Monday 12<sup>th</sup> February 2024**

Biodiversity Policy

Meeting closed 19:40.