

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Monday 2nd December 2019
At Jubilee Hall, Lower Street, Salhouse**

Present: Martin Murrell (Chair), Colin McCormick, Steve Jarvis, Nick Ball, Julie Redburn and Martin Nudd.

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 3

1. To receive any apologies for absence

Apologies were received and accepted from Andrew Peachment and Bob Cooper (both personal).

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

Martin Murrell declared an interest as Trustee on the Salhouse United Charities Trust; Martin Nudd declared an interest on item 9c – Parish Map.

3. To approve the minutes of the Parish Council meeting of 4th November 2019.

The minutes were proposed to be approved by Julie Redburn and seconded by Martin Nudd; all agreed and were duly signed by the Chairman.

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

The Chairman reported that a Post Office van will visit the village weekly on a Wednesday afternoon for 1 hour, awaiting start date.

The Chairman approved for Broads Authority planning application BA/2019/0388/TCAA to be considered under planning on the agenda.

5. Public Participation and District Councillor and Police reports

There was no County Councillor report.

District Councillor Martin Murrell stated that the County Council is reviewing NHS and Social Services and how to get people back into their own homes when leaving hospital.

District Council report – BDC are still offering the Warmer Homes and Handyperson schemes - grants are available, information available from BDC directly.

Police Report: Logged reports on our Crime System 1st to 30th November 2019:

Criminal damage (other)	1	Youth punched living room and bedroom door causing damage.
Criminal Damage (vehicle)	1	Rear window of victim's vehicle smashed by unknown projectile, whilst parked in driveway.
Engage in sexual communication with a child	1	Unknown male exposed himself to a juvenile online.
Harassment – pursue a course of conduct amounting to stalking	1	Domestic.
Intimidating or intending to intimidate a witness	1	Known suspect drove vehicle extremely close to victim to scare her.
Production or being concerned in the production of Class B Cannabis	1	Informant saw 2 males fly tipping bags from a van, full of cannabis clippings and plant grow tonic.
Theft in a dwelling	1	Victim found items missing from around the house after a visit by a gas/electricity engineer.
Theft other	1	Charity box containing £2 to £3 stolen.
Total:	8	

- A Parishioner attended to receive an update on the Norwich Road speed reduction – Item 9 ii. It was questioned whether the old VAS will be retained, and if resurfacing along the Norwich Road is scheduled – Clerk to investigate. Funding is in place now and consultation due to be carried out.
- It was stated potholes should be reported directly to Highways via their online form.

- A Parishioner spoke regarding the good news that the Parish will soon to be getting 2 new defibrillators in the recently adopted telephone boxes. Thanks' were given from the PC for the work the Parishioner continues to do to monitor and regularly check the defibrillators and accepted an offer to continue this role, including for the 2 new ones initially.
- Rocks placed on the Highway along Vicarage Road have been raised with Highways after reports of damage caused by them.
- There has been no response to the article placed in the SAGA regarding dog fouling, however this will continue to be monitored - BDC to be contacted for support.
- Verges along Cheyney Avenue/Topcliffe Avenue reported being churned up by vehicles parking on them. Highways to be contacted to see if they can be reinstated or trees planted to deter.
- It was raised that when the Norwich Road speed reduction is in place further volunteers will be required for the Speedwatch team.

6. To receive update and make decisions on matters arising from the Playing Field Management Group

- Update regarding MUGA installation
Installation commenced on 26th November 2019. It was agreed to keep the netball protectors as per the contract, but not to pay further for colour coded ones.
- Update regarding playboat installation
This is due to be installed on 16th December 2019. The play area will be closed temporarily during these works.
It was also noted that the adult gym equipment has been installed and receiving positive feedback.
- Update regarding Grand Opening/Renaming Ceremony
Friend of Salhouse School are keen to work with the PC on this joint event, planned for 11th July 2019 10-4pm. Ongoing.
- To discuss car park improvements
It was previously agreed a budget of £5,000 for these works, however, quotes so far have exceeded this amount and therefore it was discussed and agreed to use capital funds towards this project.
Awaiting a third quote for works.

7. To consider progress reports and any make decisions relating to the following:

- Safer Neighbourhood Action Panel (SNAP) – next meeting 13th January 2020 at The Hub Wroxham, 7pm.
- Salhouse Speedwatch Report – report displayed. Only two of the community speed watch signs which were put up remain in place.
- Team Salhouse Report – report displayed. It is encouraged that all dog fouling be reported to BDC.
- War Memorial Report – Awaiting third quote. It was agreed to speak to a local farmer to see if they can assist to keep costs down.
- Tree Warden update report – no further progress. Meeting to be had between tree wardens to move this forward.
- Any Other Reports - None

8. Planning:

To consider a planning report and agree recommendations on the following planning applications:
Planning report displayed.

20191433 - Land adjacent Station Lodge, Howlett's Loke, Salhouse, NR13 6EX - 4no. dwellings, Garaging, Access Drive and Highways Improvements (amended plans)

Resolution: Object – reiterate objections previously submitted, apart from revised bund and fencing design-objection withdrawn.

BA/2019/0388/TCAA – Car Park, Lower Street, Salhouse – G1: Poplar x 17 - remove

Resolution: No Objection

- Update regarding the Neighbourhood Plan effectiveness and action points – No further update
- Any other planning matters – None

9. Highways:

i) To receive Highways and Footpath Report

The report was displayed – footpath issues to be reported to NCC Highways.

It was discussed investigating if any lighting and options can be installed within the parish bus shelters.

- ii) **Update regarding the Norwich Road Speed Reduction 40mph**
Full funding has now been obtained and a Parish Partnership bid to be submitted for the Vehicle Activated Sign. Consultation to be carried out by NCC. Ongoing.
- iii) **Update regarding improvements to Footpath 14** - Ongoing.
- iv) **To consider and agree additional bins at the recreation ground and Cheyney Avenue/Norwich Road**
It was agreed to install a dog bin at the Cheyney Avenue/Norwich Road cut through, and a rubbish bin at the recreation ground.
- v) **To review and make decisions on Parish Information Board maps (Parish Partnership Scheme 2018/19)**
Cllr. Martin Nudd abstained from this item. Discussions had – amendments to be made: spelling on legend ‘ancient woodland’; image to be added at Shrubland Farm; retain the private paths; add ‘tea cup’ image for Garden centre; add Prima Rosa image; add ‘toilet’ at Salhouse Broad; add defibrillator images. It was agreed to request these amendments and further review.
The Salhouse station adopter confirmed support of a board being placed at this location including financial support.
- vi) **To discuss and consider Parish Partnership 2020-21 Bids**
It was agreed to submit bids for a Norwich Road and Bell Lane trod path – PC contribution funded from Capital reserves.
- vii) **To discuss and consider Pod Point Car Chargers**
Discussions had – it was agreed not to pursue this any further at this time, but to wait until grant funding may be available.

10. Finance

i) To approve payments – all agreed – Paid via BACS

S J Martin November Salary	726.53
HMRC (PAYE)	5.60
The Norfolk Pension Fund November	190.92
Paul Green (October inv.'s 985&986)	272.00
Caloo Ltd (Gym equipment) - inc VAT £2,121.50	12,729.00
ETC Sports Surfaces Limited (MUGA 1st payment) - inc VAT £4,211.71	25,270.27
Norfolk Parish Training & Support (full Council training)	250.00
Paid via cheque:	
Linda Smith (Team Salhouse expenses) (inc. VAT £3.28)	18.48
	<u>39462.80</u>

- ii) **To note monthly bank reconciliation report** – agreed
- iii) **To consider and agree the budget for 2020/2021** – to postpone until January meeting for approval
- iv) **To consider and agree the precept for 2020/2021** – Agreed as £27,000. This remains the same as last year and is £45.00 per Band D property.
- v) **To consider donation to the Broadland Tree Warden Network for 2020/2021** – Agreed to donate £25.00
- vi) **To agree Annual Parish Meeting date amended to Wednesday 8th April 2020** – Agreed
- vii) **To note Norfolk Pension Fund draft valuation results 2019, draft Funding Strategy Statement and proposed changes to employer contribution rates, and to consider a response** – noted; no comments.
- viii) **Any other Financial/Administration matters arising:**
To note correspondence from Lloyds Bank re: changes to Online for Business

11. Consultations:

- i) **To consider a response to the consultation regarding division boundaries for Norfolk (11/02/20)**
It was agreed to defer until the January meeting

12. Defibrillator

i) To discuss and agree defibrillators for installation in telephone boxes

BT have confirmed the adoption of the two telephone boxes. The District Councils have submitted member funding requests to support the purchase of two defibrillators. It was suggested purchasing 3 new defibrillators, so the public ones are all the same and possibly donating the existing defibrillator to the school. To be investigated further including costings.

13. To consider Jubilee Hall request for PC to become Custodian Trustees for the lease of the car park

A meeting has been requested with the Jubilee Hall management committee to discuss this further before consideration.

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

General Correspondence

Police Parish Newsletter

Broads Briefing

Broads Authority - Weekly Planning List : Validated Applications and Decisions

Significant changes to local market day bus services

Public Transport Services in Norfolk – Timetable changes for December 2019 - January 2020

Rough Sleeper Count November 2019

Mobile Library Poetry Competition

Letter re: Consultation for the federation of the governing boards of Neatishead and Salhouse CE VC Primary School Federation and Fleggburgh CE VC Primary School

15. Public Right to Reply- adjournment of meeting for public to comment - None

16. Any items for the next Parish Council meeting to be held on Monday 6th January 2020 in the Jubilee Hall at 7.30pm.

There being no further business the public meeting was closed at 9.57pm