

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Monday 15th October 2018
At Jubilee Hall, Lower Street, Salhouse**

Present: Colin McCormick (Chairman), Julie Redburn, Nick Ball, Bob Cooper, Martin Nudd, Andrew Peachment and Steve Jarvis.

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 4

1. Apologies for absence

Apologies were received from Martin Murrell.

2. Declarations of Interest in items on the agenda

Bob Cooper declared an interest as Trustees on the Salhouse United Charities Trust; and Martin Nudd declared an interest on Item 12.

3. Approval of the minutes of the Parish Council meeting of 17th September 2018.

It was discussed the exclusion of names in the Bell Pond report, but explained by the Clerk the General Data Protection Regulations and the advice received not to include parishioners names in the minutes.

The minutes of the Parish Council meeting on 17th September 2018 were proposed to be approved by Bob Cooper and seconded by Steve Jarvis; all agreed, and were duly signed by the Chairman as a correct record without amendment.

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

- It had been reported the increased amount of dog mess around the Parish in particular Station Road and Cheyney Avenue outside the school. It was encouraged to report any incidences to BDC who have already informed they will be monitoring more frequently.
- A request had been received by Councillor Redburn regarding a donation to the Church for grass cutting; it was discussed that as not on this agenda the Church will be requested to contact the Clerk.
- Planning application 20181503 – Land South of Norwich Road – Agricultural Building (Prior Notification) - the PC was not a consultee on this application; however the application has now been withdrawn.

5. Public Participation and District Councillor and Police reports

- There was no County Councillor report
- District Councillor Vince Tapp had given apologies.
- Police report for September was displayed; 7 logged reports within the Parish.
3 common assault; 1 criminal damage other (bus shelter glass); 1 criminal damage to vehicle; 1 Ill treatment/neglect of a person lacking capacity by anyone responsible for that persons care; 1 Take/make/distribute indecent photo of children; 2 theft other.
- Upper Street – articulated lorries using unsuitable narrow road. Clerk to speak to Highways and County Councillor regarding further signage.
- The PC was asked to consider a multi-coloured bench – to be discussed in item 9.
- A member of the public spoke to say he would like to be recognised in the minutes for the contribution he gave to the Bell Pond project, and in future for his donation towards the silhouettes.
- The silhouettes may in future be engraved with the names of the fallen, and will be stored at the Church.
- The pond at Shrubland Farm is now starting to fill with water, however much bread is being dumped. It was discussed that signage be put up requesting not to feed the ducks bread.
- The direction sign at the pond has been refurbished.

- Tape around a property in Lower Street was mentioned.
- A member of the public commented that the increased height of the fence in 20181498 will not prevent the noise of traffic.

6. Progress reports relating to:

i) SAM2 speed monitoring equipment data report

A speed watch report had been circulated showing 29484 vehicles between 6/9/18 to 4/10/18 on Lower St (outside No22) facing West towards Bell Corner – almost 3000 vehicles exceeding the 30mph speed limit. The information has been forwarded to the police.

ii) Team Salhouse Report

A brief report was read including litter picking has continued on an individual basis; flower beds trimmed, weeded and given liquid feed as well as regular watering; the grass at the roundabout has been cut; winter planting timetable was discussed - beds will be cleared during the last week in October and the planting is set for Saturday 3rd November.

iii) Highway and footpath matters – to include Tipple Lane/Bell Lane Right of Way

A report was displayed (Appendix 1)

iv) War Memorial Report, and update on road closure request for Remembrance Sunday

A survey on the war Memorial should take place within the next two weeks.

Discussions were had regarding the road closure for the Remembrance Service, which had been granted, however the cost of signs would be £250 for the hour; it was also considered that diversion route recommended was not practical; the Vicar did not feel the road closure was necessary and the time of the service had changed from the original road closure applied for and granted.

It was proposed by Bob Cooper to abandon the road closure this year; seconded by Julie Redburn and agreed by all. It was discussed to investigate other options for next year.

v) Hoveton and Wroxham Network Improvement Strategy report

A report was briefly discussed; however there are no conclusions at this point.

vi) Parish Council Website

Clerk still working on.

vii) Any Other Reports - None

7. To receive Bell pond conservation works report and consider further actions

The report was discussed, and concerns raised over where the mud would be disposed of as it would contain nitrates. Clerk to investigate before any decision made.

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

The planning report had been circulated and was read out (Appendix 2)

i) Planning Applications Received

20181498 - 17 Barn Piece Close, Salhouse, NR13 6RT - Replacement of 6ft Fence With 8ft Fence

Resolution: Objection – Steel posts and height of fence not in keeping with neighbouring properties, and inconsiderate to properties opposite

20181568 - Longacre, Howletts Loke, Salhouse, NR13 6EX - Single Storey Side Extension with increased Pitch to Roof to form Rooms in Roof

Resolution: No Objection

20181576 - Manor Farm, Wroxham Road, Salhouse, NR13 6NH - Removal of 63m of Hedgerow to allow creation of new highways access off Dobb's Lane

Resolution: No Objection, but with a condition that the hedge be re-planted as per the plans

ii) To consider electronic planning application consultations

This was discussed and it was agreed to receive planning applications electronically; and to request paper copies for large applications with large format drawings that would be difficult to view properly on a screen. Clerk to submit form to BDC.

iii) To report on Rackheath Development Boundary

BDC met with Rackheath PC – awaiting an invitation for both Parishes and BDC to meet to discuss.

iv) Any other planning matters

None

9. To consider the notes and make decisions on matters arising from Playing Field Management Group, including Play Area repairs, and memorial bench request

The PFMG meeting was discussed along with the proposal to move the bund opposed to disposing of it and replacing with posts, this considered to be a cheaper alternative. Nick Ball suggested rather than moving both bunds to move just one of the bunds twice. Steve Jarvis to look into the number of spaces this could create as a comparison.

Still awaiting the quote for play area repairs.

A colourful memorial bench had been put forward, however it was agreed to look into if this is suitable for a children's play area, and to investigate installation costs.

10. To consider Parish Partnership bids for 2019/2020, and update on schemes for 2018/2019

The Bell Lane trod has been postponed until 7th January 2019, and the recreation ground trod until 28th January 2019. The PC is to receive specification plans for both trods from Highways.

Discussions were had over the planned start of the trod path at the Church and if this should be at the car park entrance or the boundary of the Church further towards Vicarage Lane. The grass verge is part of the conservation area and the War Memorial now Grade II listed; however the Highways engineer did not feel this would be problematic.

It was agreed to keep the start of the trod at the entrance to the car park and request an access crossing point at the far end of the Church.

The bus stop on Norwich Road should be installed during November.

Old fashioned signage – it was discussed to investigate this further and the possibility of having a sign on the 'village green' at the Lower Street/Upper Street junction; also to investigate information boards showing footpaths around the village, in the event we could not find enough locations for the other signage.

For the 2019/20 bid, Highways were asked about posts on this 'village green', but they were not supported by Highways; however, posts at Shrubland pond would be, and a cost to be sent through. It was also investigated a small trod path at Barn Piece, again a cost to be forwarded from Highways – both for consideration.

11. To consider Conservation Corridor proposal

Nick Ball to speak to the Woodlands Trust for information, and to present at the next meeting.

12. To consider the Vodafone ROSS 100 Metrocell Village Coverage Salhouse

Following communication directly from Vodafone regarding the 4 ROSS Metrocells, which they believe may no longer be required due to the installation of the new mast, discussions were had and it was agreed to arrange for them to be switched off for a month and to monitor the effect, and then to decide if to continue with them or turn them off completely.

13. Finance

i) To approve payments (listed separately)

All payments were approved:

S J Martin September Salary - (3.5hrs) £372.93 NET & Expenses £62.17	435.10
The Norfolk Pension Fund September (£21.70 EE & £86.72 ER)	108.52
Paul Green - Maintenance September 2018 Inv. 912	181.00
PKF Littlejohn LLP (External Audit for year to 31st March 2018) inc. VAT £40	240.00

Salhouse United Charities Trust (Rent Playing Field)	320.00
The Society of Local Council Clerks	128.00
The Royal British Legion Poppy Appeal	118.00
Salhouse 2000	36.00
Anglian Water Business Ltd. (National).	14.81
Norwich Glass Ltd. inc. VAT £27.49	164.93
Remembered Trading Ltd. (There but not There silhouettes) inc. VAT £143.76	862.58

2608.94

ii) To note monthly bank reconciliation report

The monthly bank reconciliation for September was approved.

iii) To receive the External Audit Report and Notice of Conclusion of Audit

The reports and conclusion were noted.

iv) Any other Financial matters arising

None

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

General Correspondence

Broads Society Membership letter

Broadland Remembers - Colin McCormick has sent some information off for this event.

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 19th November 2018 in the Jubilee Hall at 7.30pm.

There being no further business the meeting closed at 10.20pm

Appendix 1

HIGHWAYS AND FOOTPATHS REPORT TO SALHOUSE PARISH COUNCIL MEETING 15th OCTOBER 2018

Footpaths Warden's Report – the Parish Council's Footpaths Warden reports that all footpaths are open and walkable.

Complaints about motorcyclists using footpaths – the Landowner is considering the emplacement of a gate on Footpath 7 to discourage this.

Proposed Trod Path on Bell Lane – the Highways Engineer has advised that construction of the path from the Church to Vicarage Road has now been re-scheduled to late January.

Proposed speed limit on Bell Lane – No date has been advised when this will be implemented.

Re-instatement of link path between Tipple Farm lane and Bell Lane – the Landowner has agreed to dedicate this as a Right of Way, and documentation is being put in place to establish this. Some path clearance has taken place.

Complaint regarding Wood Green industrial estate traffic – the Highways Engineer has agreed to install Give Way lines at the intersection of the industrial estate road.

Complaint regarding Station Road/Muck Lane traffic – the Highways Engineer has recommended the SAM2 devices to be placed along here, and data to be forwarded on which in turn will be passed to the Broadland Northway team.

Mallard Close to Otter Close weeds in new tarmac – the Highways Engineer has investigated this and dismissed the issue.

Highway Ranger:

The finger post sign on Upper Street has been restored and repainted in traditional black and white stripes

**PLANNING REPORT
TO SALHOUSE PARISH COUNCIL MEETING 15th OCTOBER 2018
(correct as of 12th OCTOBER 2018)**

Decisions Advised by Broadland District Council since last meeting

20181107 - Land at Hall Drive, Hall Drive, Salhouse, NR13 6RS - Variation of Condition 2 following Grant of Planning Permission - Revised House Design

SPC Response: did not raise an objection, but expressed **CONCERNS** regarding tree protection

FULL APPROVAL subject to the submitted Arboricultural Impact Assessment (AIA) and Tree Protection Plan 18th September 2018

20171207 – Land adjacent to Station Lodge, Howletts Loke, Salhouse, NR13 6EX

Erection of four detached chalet dwellings (Outline)

SPC Response: **OBJECTION**

REFUSED by Planning Committee

APPEAL lodged with Planning Inspectorate

APPEAL ALLOWED and **PLANNING PERMISSION GRANTED** 21st September 2018

20181389 – Green Eaves, 26 Lower Street, Salhouse, NR13 6RW – Single storey extension and garage conversion

SPC Response: **NO OBJECTION**

FULL APPROVAL 8th October 2018

Awaiting Decision

20170243: Land to the Rear of 74-90 Norwich Road, Salhouse, NR13 6PB

Residential development comprising a minimum of 95 dwellings including affordable housing, landscaping, car parking and 7.01 hectares of publicly accessible green infrastructure containing children's play equipment, tree planting and a 30 space visitor car park (Outline)

SPC Response: **OBJECTION**

20180360 - Land adj. Barn Piece Close, Norwich Road, Salhouse, NR13 6QF

Mixed Dwelling Residential Development of 22 Single Storey Properties (Outline)

SPC Response: **OBJECTION**

20181308 – Meadow Hill, 90 Lower Street, Salhouse, NR13 6AD - Residential development of 6 New Dwellings (Outline)

SPC Response: **OBJECTION**

20181289 – Manor Farm, Wroxham Road, Rackheath, NR13 6NH – Creation of vehicular access off Dobb's Lane to serve Manor Farm

SPC Response: **NO OBJECTION**

20181474 - 8 Dakenham Close, Salhouse, NR13 6PA - Change of use to facilitate a childminding business

SPC Response: **NO OBJECTION**

Planning Applications for Consideration at this Meeting

20181498 - 17 Barn Piece Close, Salhouse, NR13 6RT - Replacement of 6ft Fence With 8ft Fence

20181568 - Longacre, Howletts Loke, Salhouse, NR13 6EX - Single Storey Side Extension with increased Pitch to Roof to form Rooms in Roof

20181576 - Manor Farm, Wroxham Road, Salhouse, NR13 6NH - Removal of 63m of Hedgerow to allow creation of new highways access off Dobb's Lane