

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Monday 19th November 2018
At Jubilee Hall, Lower Street, Salhouse**

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

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 14

1. Apologies for absence

There were no apologies received.

2. Declarations of Interest in items on the agenda

Bob Cooper and Martin Murrell declared an interest as Trustees on the Salhouse United Charities Trust. Martin Nudd declared an interest on Item 14 and Colin McCormick on Item 8i (20181683).

3. Approval of the minutes of the Parish Council meeting of 15th October 2018.

The minutes of the Parish Council meeting on 15th October 2018 were proposed to be approved by Julie Redburn and seconded by Andrew Peachment; 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

- Martin Murrell reported that at the Armistice Commemoration the 19 silhouettes were in place. The service was well attended, including the guides and scouts.
- There will be a defibrillator training provided by the East Anglian Air Ambulance on Wednesday 5th December in the Jubilee Hall at 8pm. This is a free event, but donations to the EAAA welcome.

5. Public Participation and District Councillor and Police reports

- There was no County Councillor report.
- District Councillor Vince Tapp had sent apologies; however, had asked for dog fouling to be mentioned and that BDC have acknowledged the problems reported to them, and will continue to monitor.
- Police report received: There were 13 logged reports between 1st to 31st Oct 2018 in the Parish of Salhouse.
- A member of the public spoke to thank the PC for organising the silhouette's on behalf of the Churchgoers and parishioners, and to mention that next year it would be better not to have the one minutes silence whist out on the verge by the road as the traffic and other noise was distracting.
- It was also mentioned the importance of monitoring and reporting on the defibrillator to ensure it remains in use. In the new year the PC will be looking for a new person to take over this role. Thanks, were given to John Fielder for his continuous support in carrying this out since the defibrillator has been installed.
- Residents of Norwich Road spoke about the traffic noise from articulated lorries using this road as a cut through to the Broadland Northway (NDR). The residents commented this issue has only just started within the last few months. This issue has been raised directly with Highways by the residents, who were advised to contact the PC to raise the question as to whether the PC would support a reduction in the speed limit to 40mph for the safety of pedestrians, including school children crossing the road, and HGV restrictions along this road – it was stated a 7.5 tonne limit would not prevent cars and vans but would stop the HGV's.

The Chairman explained that an extensive series of site meeting were had around 18 months ago with Highways, British Sugar and surrounding PC's regarding this same issue, via another route in the Parish. The Parish Council was advised that contractors cannot be told which route to use, but currently the main issue here lies with the hub at Postwick, and unfortunately Salhouse is not the only Parish effected by this. Residents were advised to write to Highways individually, as the PC is only one voice. The PC takes on board all the comments raised and will contact County Councillor Thomas Garrod and will speak with Highways.

6. Progress reports relating to:

i) SAM2 speed monitoring equipment data report

A speed watch report was displayed. Statistics show that since the Broadland Northway (NDR) the volume of traffic through Bell Lane has decreased by one third.

ii) Team Salhouse Report

A brief report was read - litter picking has continued on an individual basis; flower beds have been cleared of the summer plants, had fertiliser applied and planted with winter pansies and log roll around the conservation sign on Bell Lane has been replaced

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

A report was displayed (Appendix 1)

iv) War Memorial Report

A quote has been received to clean and repair minor cracks on the war memorial. It also reported on the slight tilt of the memorial and recommended this to be monitored. It was agreed to arrange a site meeting with the Vicar and Julie Redburn and Bob Cooper to discuss further.

v) Broadland Tree Warden Network

Julie Redburn spoke regarding a recent meeting at BDC regarding the Tree Warden Network. It was agreed the role of the Tree Warden for Salhouse PC needs to be looked at both in what has gone on before and what, ideally, should happen in the future – to be discussed at the next meeting.

vi) Parish Council Website

It is hoped the new website will go live in the New Year.

vii) Armistice Centenary Commemoration

Following on from the comments in public participation - it was a shame that neither the silhouettes or the 19 fallen soldiers were mentioned during the service. It is hoped that next year the silhouettes can have plaques with the soldier's names engraved on.

viii) Any Other Reports - None

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

Clerk was advised to contact NCC regarding the possible disposal of the silt from the pond, however no response has been received back yet.

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

Standing orders suspended for owner to speak regarding application 20181498.

Following 'Objection' of the first application, acoustic evidence has been taken to support this revised plan. It was stated that traffic noise has doubled since the residents moved into the property. The design has also been revised covering the metal posts and the neighbouring property plans to have the same fence so as in keeping.

Standing orders resumed.

20181498 – 17 Barn Piece Close, Salhouse, NR13 6RT - Replacement of existing 2m Fence with 2.5m Acoustic Fencing (amended plans)

Resolution: No Objection

20181683 – High Oak Equestrian, 26 Station Road, Salhouse, NR13 6NX – Proposed Garage/Car Port with Ancillary Accommodation Above

Resolution: No Objection

20181797 – 15 Barn Piece Close, Salhouse, NR13 6RT - Replacement of existing 2m Fence with 2.5m Acoustic Fencing

Resolution: No Objection

ii) To consider a response to the Greater Norwich Local Plan Regulation 18 Consultation – New, Revised and Small Sites 29 October – 14 December 2018

It was discussed that there are no additional sites within Salhouse, however there are within the neighbouring Parishes of Rackheath and Wroxham, which affect other policies including the Neighbourhood Plan (NP) as the developments will be closer. Cllr's to send comments to Clerk to be compiled and submitted.

iii) To consider a response to Reg. 16 Publication of the Wroxham Neighbourhood Plan (Submission Draft)

Comments to be forward to Clerk so response can be agreed at December meeting.

iv) To report on Rackheath Development Boundary

Awaiting an invitation for both Parishes (Rackheath and Salhouse) to meet with BDC to discuss further.

v) Any other planning matters

None

9. To consider the notes and make decisions on matters arising from Playing Field Management Group

Drawings had been circulated regarding the car park proposed extension looking at the number of vehicles which could be accommodated if the bunds were moved. It was agreed this needs to be presented to the PFMG at their next meeting. Thanks, given to Steve Jarvis for these drawings.

10. To consider memorial bench donation request at children's play area

It was agreed to accept the donation and proceed with ordering and installing the rainbow bench (with engraving) within the play area.

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

2018/2019 update– Trods to be installed early 2019. Bus shelter hoped to be installed by the end of the year.

2019/2020 – The proposals were considered, and it was agreed to bid for:

HGV signs at either end on Vicarage Lane/Lower Street

Barn Piece (Norwich Road) small trod

Wooden posts at Shrubland Farm pond

Clerk to submit bids by 7th December 2019.

12. To consider and make a decision on Parish Grit bins

It was agreed to purchase one new grit bin for Cheyney Avenue and request all grit bins within the Parish are refilled.

13. To consider Conservation Corridor proposal

Nick Ball to produce a map and statement of proposal to be presented at the December meeting to be considered. The Woodland trust have confirmed they will contribute 60% of costs of trees they supply.

14. To update and consider the Vodafone ROSS 100 Metrocell Village Coverage Salhouse

The four devices have been remotely disabled. The monitoring of the signal to be reported in the December meeting.

15. To discuss and make decisions regarding bus shelters vandalism

There is currently one pane of glass broken in each of the bus shelters. It was agreed to replace both with polycarbonate as per quote received.

16. Finance

i) To approve payments (listed separately)

All payments were approved:

S J Martin October Salary - (60hrs) £ 639.29 NET & Expenses £90.03	729.32
The Norfolk Pension Fund October (£37.21 EE & £148.83 ER)	186.04
Paul Green - Maintenance October 2018 Inv. 921	227.50
Norfolk Parish Training & Support (Elections Training 29/11/18)	28.00
Norfolk Parish Training & Support (Reviewing Standing orders & Financial Regs Training 06/11/18)	36.00
Norfolk Parish Training & Support (The Essential Update Seminar 14/02/19)	36.00
Playsafety Limited (Annual Play Area Inspection report)	88.20
Broadland District Council (Dog bin collections)	176.28
Linda Smith (reimburse fuel for lawnmower - Team Salhouse inc. VAT £2.12)	12.66
Malcolm Garner (Winter flowers - Team Salhouse inc VAT £13.30)	79.79
Nick Hindle (War Memorial Survey inc VAT £12.00)	72.00

1671.79

- ii) **To note monthly bank reconciliation report**
The monthly bank reconciliation for October was approved.
- iii) **To consider donation to Norfolk Citizens Advice**
Cllr. Cooper proposed to donate £100. This was seconded by Cllr. Ball; all agreed.
- iv) **To consider Church maintenance donation request**
Comments had been received that the Churchyard upkeep was not as well maintained as could be which need to be passed on to the Church. It was therefore agreed to request a schedule / scope of works ahead of the December meeting in order to make a decision on the donation request.
- v) **To consider play area repairs**
It had been confirmed by BDC that the play area repairs could be funded under s106. It was therefore agreed to accept the quote from Fenland Leisure.
- vi) **To consider quotes for tree works at Salhouse Recreation ground**
Five quotes had been requested; two quotes received. It was agreed to accept the quote from Target Trees and request the works to be completed before the end of December 2018.
- vii) **To discuss capital projects and spends to be considered for 2019/20**
It was discussed the possibility of moving the War Memorial, however clarification is needed on who owns the land the memorial would be moved to, whether it can be moved now Grade II listed and if the Diocese permit it – Clerk to investigate.
Other capital projects discussed included a projector and the Parish Partnership Schemes.
- viii) **Any other Financial matters arising**
None

17. To consider a response to Norfolk County Council Budget Consultation 2019/20
Comments to be sent to Clerk for collation.

18. To agree meeting dates for 2019
The dates had been circulated and were agreed. Clerk to publicise.

19. To receive correspondence and agree response (if any)
General Correspondence
Early Childhood and Family Service - Transforming our Children's Centres Consultation
Invitation to Broadland Remember
Broadsheet Issue 170 - November 2018
Norfolk's Children's Centres Consultation
Broad Briefing October
Annual Parish/Town Council meeting - Thursday 29 November 2018
CPRE Norfolk - GNLP Regulation 18 Stage B consultation
Broadland District Council: Rough Sleeper Count Estimate
Hoveton and Wroxham Network Improvement Strategy notes

20. Public Right to Reply- adjournment of meeting for public to comment
Following item 11 and the proposed Parish Partnership bid for additional HGV signage at Vicarage Lane/Lower Street, a parishioner asked for consideration of adding further street signage around the Parish due to the Conservation Area.

21. Any items for the next Parish Council meeting to be held on Monday 17th December 2018 in the Jubilee Hall at 7.30pm.

There being no further business the meeting closed at 10.10pm

**HIGHWAYS AND FOOTPATHS REPORT
TO SALHOUSE PARISH COUNCIL MEETING 19th NOVEMBER 2018**

Footpaths Warden's Report – the Parish Council's Footpaths Warden reports all of our footpaths are open and walkable. Despite the recent rain most are in very good condition. particularly pleased with FP14 at the Station Rd end near the stables bearing in mind the water logging and thick mud which was there before the Parish Council paid for remedial work to sort out this problem.

FP11 near the Lower St end parts of this path are already muddy and this will only get worse during the Winter. There is a hedge on one side and a tall fence on the other so there is little hope of it drying out. Perhaps consideration can be given to improving the bad sections like the work done on FP14. Part of the hedge will require cutting back before new growth starts in the Spring. As regards FP12 and the long section of leylandii hedging from the Howletts Loke end the first half has been cut but not the second half and this really needs to be done before growth starts again in the Spring.

Clerk investigating with Highways Footpath Ranger.

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

Proposed Trod Path on Bell Lane – Highways advised that construction of the path from the Church to Vicarage Road is scheduled in January.

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

Re-instatement of link path between Tipples Farm lane and Bell Lane – currently with the Case Officer, Community and Environmental Services at NCC preparing documentation to dedicate this as a Right of Way.

Highway Issues:

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

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. To be monitored.

Bus Stop Markings for new bus shelter on Norwich Road – Clerk investigated bus stop markings with the Highways Engineer however it was advised bus cages are generally reserved for residential areas where it is required to make a clearway within parked vehicles for busses to approach the boarding points. Along this suggested main route there is no proliferation of parked vehicles and therefore not deemed necessary. Also, Highways cannot justify this against maintenance costs in years to come.

Norwich Road / HGV Lorries – Clerk contacted by parishioner regarding the number of lorries using the Norwich Road as a cut through to NDR.

Highway Ranger reports:

- Railings under railway bridge have now been repaired
- Sinking of road along Vicarage Lane has been reported to Highways for investigation.

**PLANNING REPORT
TO SALHOUSE PARISH COUNCIL MEETING 19th NOVEMBER 2018
(correct as of 15th NOVEMBER 2018)**

Decisions Advised by Broadland District Council since last meeting

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

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

SPC Response: **OBJECTION**

Final Decision: **REFUSAL** 22nd October 2018

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

SPC Response: **NO OBJECTION**

Final Decision: **APPROVAL** 24th October 2018, with conditions relating to tree planting and conservation.

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

SPC Response: **NO OBJECTION**

Final Decision: **APPROVAL** 16th October 2018, with conditions relating to operating hours and child numbers.

20181498 – 17 Barn Piece Close, Salhouse, NR13 6RT - Replacement of existing 2m Fence with 2.5m Acoustic Fencing.

SPC Response: **OBJECTION**

WITHDRAWN, AMENDED and RE-SUBMITTED

20181503 - Land South of Norwich Road, Salhouse - Agricultural Building (Prior Notification)

SPC Response: **OBJECTION**

WITHDRAWN

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

SPC Response: **NO OBJECTION**

Final Decision: **FULL APPROVAL** 9th November 2018

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

SPC Response: **NO OBJECTION**

Final Decision: **APPROVAL** 19th 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**

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

SPC Response: **OBJECTION**

Planning Applications for Consideration at this Meeting

20181498 – 17 Barn Piece Close, Salhouse, NR13 6RT - Replacement of exiting 2m Fence with 2.5m Acoustic Fencing (amended plans)

20181683 – High Oak Equestrian, 26 Station Road, Salhouse, NR13 6NX – Proposed Garage/Car Port with Ancillary Accommodation Above.

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