

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Monday 17th December 2018
At Jubilee Hall, Lower Street, Salhouse**

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

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 13

1. Apologies for absence

Andrew Peachment and Steve Jarvis both sent apologies.

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 6 vi.

3. Approval of the minutes of the Parish Council meeting of 19th November 2018.

Following one amendment – removal of word ‘site’ from Item 5, bullet point 6, second paragraph. The minutes of the Parish Council meeting on 19th November 2018 were proposed to be approved by Colin McCormick and seconded by Bob Cooper; all agreed and were duly signed by the Chairman.

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

- Martin Murrell reported the Defibrillator training which took place 2 weeks ago was well attended, and it is hoped to hold another in the new year.

5. Public Participation and District Councillor and Police reports

- There was no County Councillor report.
- District Councillor Vince Tapp reported the Chief Executive of BDC, Phil Kirby, has now retired and Trevor Holden takes over on 2nd January 2019. BDC made a bid on “Warm Homes Fund” which is aimed at people who are not on mains gas or with no heating and will help to install central heating to their homes. Food waste leaflets are available to advise how to maximise food use and decrease waste, although food waste disposal will not be offered to further homes due to economies. Following a question, Cllr. Tapp stated the expectation following the collaboration between Broadland and South Norfolk Councils will not change, and will retain sovereignty and own finances
- PC Troy Brandon (Local Beat Manager) attended the meeting and stated the crime figures of 2 disputes reported within the Parish. It is hoped to set up a SNAP (Safer Neighbourhood Action Panel) for Salhouse, with around 3 residents and 1-2 Councillors to meet quarterly. This aims to encourage residents to have their say and help shape local priorities.
- Ben Burgess, Planning Projects & Landscapes Manager, from Broadland District Council attended the meeting to talk about the Rackheath Masterplan following the lack of consultation between BDC and the PC. Ben gave a brief history on the project which started in 2008 up to where it is now – not much progress has been made recently. The masterplan was endorsed by Cabinet in March 2018, and infrastructure has been looked at between then and now. It is hoped by March 2019 it will be confirmed if funding has been granted and therefore planning applications can be brought forward; however realistically it is possible to be 20-25 years to complete. Cllr. Tapp asked regarding the infrastructure, health centre and effect of the Salhouse Neighbourhood Plan (NP), to which Ben answered the Broadland Northway was put in place to deal with the increased housing; the Health Centre is still being worked on; and reference will have to be made to how the schemes comply with the NP. Martin Murrell raised concerns regarding the further segregation of Salhouse village, the increase of speeding traffic and number of HGVS within the Parish, the proposed open spaces and whose responsibility these would be, and policies within the Salhouse NP such as Dark Skies – Ben replied they would do what they can so people feel part of a community whether existing or new; if there is direct impact Traffic Regulation Orders can be looked into; BDC looks at 3 options regarding the open spaces; policies from both Salhouse and Rackheath NP’s would be considered – however as Salhouse PC was not consulted and therefore was unaware, it was not included in the Salhouse NP.

The proposed 4000 allocated sites for houses are included in the 5-year land supply, but until they come in as planning applications they are not included.

Ben apologised for the lack of communication previously but will report back again in the new year.

Martin Murrell thanked Ben for attending the meeting. Ben left the meeting 8.15pm

A member of the public commented that the review of the Parish Boundary, as requested already by the PC and awaiting a meeting with BDC, would be advantageous to the planners for this Masterplan.

- Residents from Norwich Road reported they have started a petition regarding the HGV's and speeding traffic along this road to be presented to Norfolk County Council with 59 signatures already on it from residents between the mini roundabout to railway line - there is also 6 supporting letters. It was advised to the residents by NCC that Traffic Regulations Orders have to be requested by the PC and asked for the PC's support with this request. A letter from the residents has also been sent to Keith Simpson.

Martin Murrell and Colin McCormick explained the HGV Hierarchy which was imposed in 2008, and that the PC have previously had meetings with other groups to which County Council Tom Garrod had been invited. The PC had pre-empted these problems 18 months ago before the Broadland Northway and that is why questions had been asked at that time, so the PC has been active on this issue.

It was commented that there might already be a TRO along this road and suggested if this is correct the possibility of having this extended.

Cllr. Tapp stated that the decision lies with NCC as BDC and the PC are not decision-making authorities.

PC Troy Brandon left meeting at 8.50pm

Public Participation closed at 8.53pm

6. Progress reports relating to:

i) SAM2 speed monitoring equipment data report

Statistics from the latest speed watch report (Station Rd 5/11/18 – 6/12/18 (Facing North) - traffic approaching from Station direction) show a reduction in traffic, however there is still high volumes of speeding traffic over 30mph. The data has been submitted to the Police.

ii) Team Salhouse Report

A brief report was read, although during November and December there are few tasks carried out, however litter picking has continued on an individual basis and flower beds maintained where necessary.

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

The report was read out (Appendix 1)

iv) War Memorial Report

A conversation has been started with BDC and the Church regarding the possible relocation of the War Memorial, and a meeting to be set up to discuss further.

v) Parish Council Website

Ongoing. A new email address has been set up: clerk.salhousepc@gmail.com

vi) Vodafone ROSS 100 Metrocell Village Coverage Salhouse

The trial of switching off the devices has been extended for one further month until January 2019. It was proposed to keep two of the four devices (Prima Rosa and near Salhouse Broad) switched on after this period where it has been reported signal has dropped during this period – all agreed.

vii) Any Other Reports – None

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

The planning report was read out (Appendix 2)

i) Planning Applications Received - None

ii) To report on Rackheath Development Boundary

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

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

Some comments from Councillors have been collated, but further comments to be forwarded and circulated and agreed outside the meeting and submitted by the stated date.

iv) Any other planning matters - None

8. Highways:

v) To consider a response to the Norwich Western Link options consultation information.

It was agreed for Councillor to comment individually.

vi) To discuss and consider complaints regarding Norwich Road HGV's

The PC has contacted County Councillor Tom Garrod, however no response received yet. It was agreed to try to arrange a separate meeting with the Highways Engineer and Tom Garrod to discuss this further. The PC would not want to see traffic diverted through other roads in the Parish (e.g. Mill Road to Bell Lane) as a result; therefore, consideration has to be given to the wider plan and where the traffic will go.

vii) To discuss and consider parishioner enquiry regarding a pedestrian (zebra) crossing on Mill Road

A request was received to investigate a zebra crossing on Mill Road, for the safety of pedestrians needing to cross the road. It was believed this has been investigated before, but Clerk to speak to Highways to enquire what options there may be available.

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

No further meeting had – date set for middle January 2019.

10. To consider the tree warden role, and consider supporting The Broadland tree Warden Network

It was agreed by all to support the new Network and agreed an amount of £25-£30 would be acceptable for an annual subscription fee.

11. To consider Conservation Corridor proposal

Nick Ball will draw up a map showing the areas of urban and green to be presented at the next meeting, he reported the Woodland Trust have trees to be given away for projects such as this.

12. Finance

i) To approve payments – all agreed

S J Martin November Salary - (73.75hrs) £ 770.26 NET & Expenses £211.80	982.06
The Norfolk Pension Fund October (£45.73 EE & £182.94 ER)	228.67
HMRC (NI EE & ER)	33.41
Paul Green - Maintenance November 2018 Inv. 929	197.50
The Garden Guardian (Recreation Ground maintenance) VAT £270.90	1,625.40
Roadware Ltd. (Grit Bin Cheyney Avenue) VAT £15.59	93.54
The Community Heartbeat Trust (Defibrillator Pads x 2)	83.00
Broadland Glass Services Ltd. (Bus shelter glass x 3) VAT £81.56	407.82
Salhouse Church (maintenance donation)	500.00
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	£4151.40

ii) To note monthly bank reconciliation report - agreed

iii) To consider donation request for New Year's Day Walk – it was agreed to give a donation of approx. £25

iv) To consider donation to Church for maintenance – it was agreed to pay a donation of £500, and to arrange a meeting in the new year to look at the scope of works.

v) To consider maintenance contract for 2019/2020 – 4 quotes were looked at, but it was agreed to postpone until January's meeting to obtain hedge cutting quotes.

vi) To consider and agree the budget for 2019/2020 – proposed to accept by Bob Cooper; seconded by Julie Redburn – all agreed

vii) To consider and agree the precept for 2019/2020 - proposed to set precept at £27,000 (which is a reduction of 10% on the previous year and Band D of 45.08) by Colin McCormick; seconded by Martin Nudd – all agreed

viii) Any other Financial matters arising

13. To consider a response to Norfolk County Council Budget Consultation 2019/20

Martin Murrell requested all Councillors to look at the consultation and submit individual responses.

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

General Correspondence

BDC Refill Scheme

The Broads Society

Parish notification – BDC Dog Fouling

An email was received from NCC regarding the trod footpath at the recreation ground questioning the disposal of the soil. It was agreed to dispose along the hedge line, and level off.

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 21st January 2019 in the Jubilee Hall at 7.30pm.

There being no further business the meeting closed at 10.05pm

Appendix 1

HIGHWAYS AND FOOTPATHS REPORT TO SALHOUSE PARISH COUNCIL MEETING 17th DECEMBER 2018

Footpaths Warden's Report – FP 11, towards the Lower St end had been dry for a few days when last walked, but there was surface water on the footpath close to the gate which leads to the stables. It seems there is a tap close to the footpath and baths full of water which must have leaked or overflowed. The footpath Warden is pleased to report that our paths are open and walkable.

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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 – documentation to dedicate this route has been received and waiting to be signed and returned to NCC.

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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. Ongoing.

Sinking of road along Vicarage Lane - this was reported to Highways for investigation, and response received that this will be monitored as there is no action to be taken at this time. The grips are on a cyclic routine order through the whole area and are being undertaken.

Bench at Station Road - cleaning and treating of the bench has taken place on the corner of Dakenham Close, Salhouse.

Appendix 2

**PLANNING REPORT
TO SALHOUSE PARISH COUNCIL MEETING 17th DECEMBER 2018
(correct as of 14th DECEMBER 2018)**

Decisions Advised by Broadland District Council since last meeting

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

SPC Response: **OBJECTION**

Final Decision: **REFUSAL** 28th November 2018

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

SPC Response: **NO OBJECTION**

Final Decision: **FULL APPROVAL** 10th December 2018

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

SPC Response: **NO OBJECTION**

Final Decision: **FULL APPROVAL** 10th December 2018

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

SPC Response: **NO OBJECTION**

Final Decision: **FULL APPROVAL** 10th December 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**

Planning Applications for Consideration at this Meeting

None