

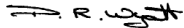
# SALHOUSE PARISH COUNCIL

Clerk: 19a, Stonehill, Green Lane West, Rackheath Norwich, NR13 6LX

e-mail: salhousepc@btinternet.com  
Tel.01603 721474

You are hereby summoned to a meeting, being held at Jubilee Hall, Lower Street, Salhouse on Wednesday 7<sup>th</sup> September 2011 at 7.30pm for the purpose of transacting the following business.

Please be aware that the meeting will be recorded for the purposes of assisting with the preparation of the minutes.



D.R. Wyatt  
Clerk to Salhouse Parish Council

## PRESS AND PUBLIC ALWAYS WELCOME

### AGENDA

1. **PRESENT**
2. **APOLOGIES FOR ABSENCE**  
-consider acceptance of apologies.
3. **DECLARATION OF INTERESTS** (Agenda items only) –Members are invited to declare a personal or prejudicial Interest in items on the Agenda, requirement of revised Parish Council Model Code of Conduct Order 2008 s8 Form.
4. **CHAIRMAN’S REPORT.**  
To receive the Chairman’s report.
5. **CORRESPONDENCE**
- 5.1 **WILLOWS – Kings Lynn Recycling Centre.**  
Replies are still being accepted.
- 5.2 **BROADS AUTHORITY**  
Consultation on the Comprehensive Schedule of Changes Proposes to the DPD by the Authority.
- 5.3 **BROADLAND DISTRICT COUNCIL**  
Consultation Response Form – Draft Broadland Housing Strategy and Action Plan 2011-2014.
- 5.4 **ANNUAL MEETING FOR TOWNS & PARISHES – Broadland District Council**  
Diary date for Tuesday 11th October . Buffet from 6.45 and meeting proper at 7.30pm.
- 5.5 **BROADLAND DISTRICT COUNCIL – REVIEW OF Polling Districts and Polling Places.**  
Representation of the People Act 1983, Part 4 and the review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006. Copied to all councilors.
- 5.6 **BROADLAND DISTRICT COUNCIL – PARISH SKIPS.**  
The last Parish Skip, (BDC Current decision) will be delivered to Thieves Lane Car Park For the W/E 24<sup>th</sup> / 25<sup>th</sup> September 2011.
- 5.7 **C.P.R.E. Letter for Litter Warden.**  
Form for completion forwarded to Mr. Garner – Team Salhouse.
- 5.8. **ROSPA REPORT RECEIVED**  
Decision required from P.F.Committee whether to forward letter to Rospa regarding faulty items missed.
- 5.9 **COMMUNITY INFRASTRUCTURE LEVY (CIL)**  
Preparation taking longer – council encouraged to think how they would prioritise any funding that would be provided by CIL.- brought forward from last agenda.

- 5.10 **FUTURE OF STANDARDS** – Parish & Town Survey.  
Brought forward from last Agenda.
6. **MINUTES OF THE LAST MEETINGS**  
-confirm the amended minutes of Parish Council held on 5<sup>th</sup> July 2011  
-confirm the minutes of Parish Council held on 3<sup>rd</sup> August 2011.
7. **CLERKS REPORT** – from previous minutes.  
As discussed at the meeting of 3<sup>rd</sup> August after correspondence  
Confirmed that resident who reported damaged fence at junction of Thieves Lane and Norwich Road, had been contacted and informed of information received about possible “slow” signs on Norwich Road.
- SPEEDWATCH**  
Referring to the offer of speed signs, council offered their support and would forward letter to Norfolk County Council. Letter forwarded to all council members and available from Clerk upon request.
8. **FINANCE**  
8.1 - agree cheques for payment.  
8.2 Internal check of the accounts carried out by the Finance Chairman on 25<sup>th</sup> August 2011.
9. **TO RECEIVE COMMITTEE REPORTS.**  
a Planning – None available as no applications received for this period.  
b Playing Field  
c.Footpaths
10. **EMERGENCY RESPONSE PLAN**  
To receive an update from Mr. C. McCormick.
11. **COUNCILLORS HOLIDAY REPLACEMENTS.**  
To agree replacements whilst Chairman and Vice Chairman are away. (Clerk to report on this)
12. **PLAYING FIELD NOTICE BOARD.**  
Replace with new or not?.
13. **SPEEDWATCH**  
Report received from meeting of August 18<sup>th</sup>.
- 14 **BROADLAND FORERUNNER MEETING**  
Reports from meeting of 11<sup>TH</sup> August.
15. **CONSULTATION TIMETABLE**  
Agree timetable for completion of consultations.
16. **CONTRACTS. – 3year changeover.**  
- To advertise for prices for the Contracts for:-  
Bus Shelter Cleaning, including Village notice boards.  
Playground Caretaker works  
Strimming around W.I.Sign at The Bell.  
Hedge cutting at Recreation Ground  
General Small Maintenance works
17. **LEASE OF THE RECREATION GROUND**  
17.1 Salhouse Rovers Football Club.  
Charges to be agreed at next meeting to enable budget to be pre arranged.
18. **FINANCIAL RISK MANAGEMENT**  
-contingency planning.
19. **AGREE PARISH COUNCIL MEETINGS FOR 2012.**
- 20 **ANNUAL PARISH MEETING MINUTES.**  
Clerk reported not completed in time for this meeting.

21. **PLANNING TRAINING**  
Session offered at BDC offices on 20<sup>th</sup> September, commencing at 7pm.  
Places for Mr. Cooper and Mrs Robbins plus three others as available, have been booked.
22. **NALC. – ANNUAL GENERAL MEETING.**  
Saturday October 1<sup>st</sup>, 10.00am – 1.00pm. Buffet Lunch to finish. East Tudddenham Village Hall, Nr. Dereham, NR20 3LR. Places to be booked before 29<sup>th</sup> September.
23. **LOWER ST/ UPPER ST JUNCTION.**  
Mrs. S. Simpson to report problem
24. **COUNCILLORS INPUT**  
Any other relevant matters
25. **PARKED ITEMS** (on-going items, awaiting response)  
DIRECTIONAL SIGNAGE FROM SALHOUSE BROAD ALLOTMENTS  
BI- MONTHLY NEWSLETTER – Footways, Dog Fouling.  
DIAMOND JUBILEE 2012  
JUBILEE HALL.  
FINANCIAL RISK ASSESSMENT.
26. **.PUBLIC PARTICIPATION.** -consider adjournment of meeting for Public Participation inc: Norfolk Constabulary, Norfolk County Councillor, District Councillor and other members of public
27. **DATE OF NEXT PARISH COUNCIL MEETING.**  
Date of next meeting will be 5<sup>th</sup> October 2011.

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**CONFIDENTIAL**

28. **STAFFING MATTERS.**  
To confirm that meeting took place on 19<sup>th</sup> August 2011 at Jubilee Hall Office.

**TABLED ENVELOPE CONTENTS**

1. **Badcog News Issue No.155**
2. **Nalc – reminder for the Café Cluster meeting 13<sup>th</sup> September 2011.**
3. **Norfolk Link Issue No. 184**
4. **BDC – Badminton Family Day 25<sup>th</sup> September Bob Carter Centre**
5. **BDC – Broadland Council Training Services - £10,000 Grant.**
6. **Royal Horticultural Society – Missing opportunities.**
7. **Fieldwork Magazine Summer Issue.**
8. **Green Buildings Open Days.**
9. **Countryside Voice.**