

SALHOUSE PARISH COUNCIL

Minutes of Salhouse Parish Council meeting held in the Jubilee Hall on April 11th, 2012 at 7.30pm.

PRESENT: Cllr.R. Cooper (Chairman), Cllr. K. Robbins (Vice Chairman), Cllrs. N.Taylor, P.Peck, S.Piper, D.Hastings, S.Simpson, and P. Jefford. Clerk also present. Three residents attended and also District Councillor S. Buckle.

WELCOME AND HOUSEKEEPING.

Chairman welcomed all to the meeting and informed them of the Fire exits should they be required.

Also explained that the meeting was recorded to assist with the minutes and if anybody wished their remarks removed they should say now. There were no requests.

12/69 APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Moralee, Cllr. Rose and Cllr. McCormick.

12/70 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.

Declarations were declared by:-

Cllr. R. Cooper – Member of Salhouse United Charities.

Cllr. P. Jefford – Member of Salhouse United Charities.

12/71 CHAIRMAN’S REPORT.

Members of the Parish Council attended the monthly Broadland Council meeting on 22nd March. On the Agenda was an update on the JCS writ. However, given that the Judge had not yet signed off the Court Order, from which a plan for the way ahead will result, it is still very fluid. What was made clear in the discussions was that an independent review of the process would take place to ensure that when the affected parts of the JCS are next submitted for inspection, similar problems do not occur.

Sadly another long standing resident of the village has just passed away and it is a reminder that there are few older residents who now remember Salhouse as a true village. This reinforces the need for us to continue to preserve the character of Salhouse.

Yet another year has passed and the Annual Parish Meeting is once again upon us – Saturday week to be precise. My thanks to the Councillors for agreeing to a last minute change of start time and this will now be 6pm.

Clerk reminded the Chairman that this had yet to be discussed and will be confirmed later on as we proceed with the Agenda.

12/72 PUBLIC PARTICIPATION

Adjournment of meeting for Public Participation, inc: District and County Councillors and Norfolk Constabulary.

Suspend Standing Orders.

Mr. Ian Flatters (Tree Warden) confirmed that the Rowan tree promised by Broadland District Council had not yet arrived. Also expressed reasons why, in his opinion, it should not

be placed in the layby, opposite the Post Office in Lower Street. Reasons noted by Councillors and Mr. Flatters left the meeting.

Item 12/75 (g) Resident spoke on behalf of all who were interested in obtaining land to socialise with their dogs, carrying out training etc.

After discussion regarding further details, they were advised by the Council to contact landlords themselves, when they saw available areas.

Broadland District Councillor Steve Buckle.

Cllr. Buckle updated us on the following matters:-

Honeycombe Lane – speed reduction.

No sign yet of the Cross Road junction improvement at the Brick Kilns so I will request a flashing speed awareness sign to attempt to slow traffic down

Evening Bus service withdrawal.

Urge everyone to sign the petition, especially important for Mums, Dads and Carers collecting youngsters NOW as service terminating at a time when petrol and diesel prices are at an all time record high.

Also withdrawal of service expected by the tax payer, totally inconvenient for people who do not have a car and who rely on the bus service to get home or attend College.

Pumping Station.

This communication is ongoing owing to inadequate feedback and lack of confidence from both Anglian Water and Environment Agency.

At a time when hose pipes are banned by Anglian Water and lack of rainfall it is all the more meaningful that the service is unable to deal effectively with frequent foul water leaks.

Pushing for an on-site visit.

Resilience Salhouse Scheme.

Agreed with Cllr. McCormick that there was an urgent need to erect Mobile phone transmitter.

Colin referred me to Cllr. Robbins, who confirmed planning had been received, since expired, so need to re-apply for planning so that we can move forward with an effective and reliable Resilience Scheme.

Unable to call emergency vehicles and thus a threat to the safety commitment to the Salhouse Community.

B.O.P.P.

Broadland Old Peoples' Partnership magazines

Supply left for Salhouse and Wroxham residents.

Housing on Salhouse Road, Rackheath.P.A. 20111272

BDC Planning has stated, there are weak objections despite having to demolish a perfectly decent property to gain access and a petition with 500 signatures. Has yet to go to Committee.

Cllr. Buckle surmised that houses need to be built to generate council receipts as Cllr. Ben McGilvray reported recently on the impending black hole and the need to draw on reserves for the BDC budget for the year 2012/2013.

Resume Standing Orders.

Minutes were agreed as a true record. Proposed by Cllr. Taylor and seconded by Cllr. Simpson.

12/74 CLERKS REPORT.-previous minutes

12/48. – Mrs. Woolner. **Request for donation on behalf of Fete Committee.** This item should have been referred to the next Council meeting. Individual councillor to progress this problem was out of order as Council had not authorised this.

No one Cllr or Chairman, is allowed to go it alone, even if requested by the Council.
Refer back to the Clerk.

12/50 – **Council Insurance Renewal** now received and awaits approval at tonight's meeting.

12/51d. **Broads Authority Consultation** reply forwarded – No comments

12/51f. **Salhouse United Charities Trust** -Memorandum to lease not yet received.

LATE CORRESPONDENCE..

12/51g. **Meeting Posters supplied** by Mr. H. Cator and placed on notice boards by Clerk.

12/51h **E-mail from Cllr. Rose – Playing Field.** Same comments as 12/48 – No individual councillor. Paperwork not received from Mr. Woolner, nor confirmation that one pitch was playable or not.

12/51j **Mill Rd, roundabout works** I am informed that no damage was made to any of our lovely flower beds.

12/52. **Donation request** Letter despatched to Rev.Allies as requested.

12/54. **Financial Risk.** No further movement on software for new year.

12/56. **Caretakers Contract** signed and is now in force.

12/56c. **Playing Field** seeking further advice although not authorised by the Council.

12/57b **Playing Field Committee** Requesting of quotations should have been referred back to the Clerk, as no other has any powers – same as above at 12/51h and 12/48.

Planting of areas should have not been agreed, only discussed and recommended to the P.C. with request for funding release.

D. **Risk assessment** – who is now doing the Risk assessment?

12/58 **Jubilee Hall** – Official paperwork now received from Charity Commission.

12/60. **Drainage Mill Road,** no replies yet. Possibly Easter break.

12/61. **Tree work, Mill Close.**No further communication

12/62 **Directional Signage** No further communication. Mr. Reilly(Highways) away.

12/75 CORRESPONDENCE.

- a) H.M.R.C. – notification to complete P.35 Employer Annual Return by 19th May 2012.
- b) MAZAARS- Annual return for year ended 31st March 2012 – required by 30th June 2012
- c) NORFOLK COUNTY COUNCIL – Approval of Trod between No. 74 and 82/84 Norwich Road.
Council agreed that they should apply for a grant. Clerk to obtain.
- d) BDC – Electors Register – Additions at 127, Lower Street. Noted.
- e) Information Commissioner’s Office Data Protections Act – Confirmation of renewal.
- f) Three further residents letters referring to safe pedestrian access.
Clerk to approach Landowner to request permissive footpath. Residents informed.
- g) **Letter re** renting of area for dog training, socialising and playing.
Clerk to write and request that it was wiser if the residents contacted landowners themselves

12/76 PLAY AREA EQUIPMENT AND REPAIR.

Quotation had been received from installers. It was agreed by Council members that a further two quotations were required for comparison.

The Basketball hoop quotation from FLP was considered to be the better value for money (£1810). Clerk was requested to order this as soon as possible.

12/77 BUS SHELTER – THIEVES LANE.

Information received from Caretaker that seat supports were bent and required attention. Bench checked by Cllrs.Jefford and Robbins and found to be satisfactory.

12/78 FINANCIAL RISK MANAGEMENT- progress report.

To hold over until the May meeting.

12/79 DIAMOND JUBILEE 2012

BDC have verbally confirmed the availability of a Rowan tree to be planted in the layby opposite the Post Office in Lower Street

There is also a system whereby Norse would plant this, price awaited.

Average price for a metal tree guard (such as around the Princess Diana memorial tree) is £100 plus VAT. Trying to contract Mr.Harvey (Woodbastwick) who did the original one.

Brass Plaque letters in Black – “Planted by Salhouse Parish Council to commemorate Queen Elizabeth II’s Diamond Jubilee June 2012” Approximately £25 - £30. – Apex Engineering – Rackheath.

Flagpole and additional flags have been ordered as requested.

Clerk has not had time to explore web for alternative designed mugs yet.

12/80 FINANCE

- a) Cheques value £740.80 to 31st March(E.O.Y)
Cheques value£948.49 to 11th April were agreed as correct.
Cheque No. 001527 was to be held pending enquiries.
Proposed Cllr. Simpson and Cllr. Peck. All agreed.
- b) Basket ball hoop for Play area.
Agreed to go ahead and purchase in the sum of:- £1810.00
Proposed by Cllr. Taylor and Cllr. Hastings.
- c) Quotation from SMP, for repairs to the Wet Pour by the roundabout in the Playground .
It was agreed that a further two quotations were required for comparison.
- d) Quotation for pollarding Willow Tree at Upper Pond. Clerk to obtain further quotations.

12/81 TO RECEIVE COMMITTEE REPORTS.

- a) Planning
There have been two Planning Meetings since the last Parish Council meeting on 14th.
March, 2012.

Planning Meeting held on 14th. March, 2012 to consider:

P.A. 20120242- 4a Mill Road, Salhouse

For: Garden Shed & Conservatory

Objection to Conservatory causing damage to roots of Oak Tree with TPO in C.A.

P.A. 20120243 – 4a & 6 Mill Road, Salhouse

For: Provision of on- site parking/turning areas.

No Objections.

BA/2012/0020/TCA – Broad Farm, Salhouse

For: Works to trees in Conservation Area.

No objections.

Planning meeting held on 28th. March, 2012 to consider:

B.A./2012/0025/TCA – Salhouse Broad

For: Works on trees in a Conservation Area.

No objection.

B.A./20120086/FUL- Salhouse Broad

For: Restoration of spit using newly created reed bed.

No objections.

Decisions from Broads Authority

None.

Planning Decisions from Broadland District Council

P.A. 20120136 – Holly Tree Cottage, 74 Lower Street, Salhouse

Outline Planning Permission Refused.

Current Enforcement Notices March, 2012

2012ENF082

Meadow Hill, 90 Lower Street, Salhouse, Norwich, Norfolk, NR13
Works to trees and removal of brick wall in conservation area
Actions 08/03/2012 - Case opened and acknowledgement sent

2012ENF121

Twigs, 100 Lower Street, Salhouse, Norwich, NR13 6AD
Use of outbuilding for separate unit of accommodation
Actions 29/03/2012 - Case opened

2011ENF117

GSA Marine (Boatbuilders) Ltd, Wood Green Industrial Estate, Station Rd.Salhouse
Cutting and grinding of materials is causing significant disturbance.
Action – ongoing

2012ENF058

The Pines, 6A Mill Road, Salhouse, Norwich, NR13 6QA
Unauthorised works to trees in conservation area. Received Date 23/03/12
Actions 23/02/2012 - case opened, acknowledgement sent site visit carried out by tree officer
9/03/2012 PACE letter sent to owner regarding unauthorised works to trees.
20/03/2012 person responsible for works to trees attends councils offices in connection with the offence. information gathered regarding offence.

2011ENF199

Football pavilion Thieves Lane, Salhouse, Norwich, NR13 6RQ
Storage container - condition check Received Date 13/05/12
Actions planning application granted to retain containers conditional permission requirement to paint. 19/09/2011 letter to parish clerk. 01/11/2011 site visit - containers still not painted 01/11/2011 communication with Parish Council.
9/12/2011 email to Parish Council.
15/03/2012 site visit - containers still unpainted 16/03/2012 email to Parish Council.

Enforcement Notices Completed March, 2012.

Thornfield, 2 Lower Street, Salhouse, Norwich, NR13 6RW
Erection of gates over 1m high (casefile)
Actions conversation with owner - timetable for execution of works within Enforcement Notice agreed upon - or prosecution action will follow 19/12/2011 gates have been removed. partial compliance with Enf Notice. 26/01/2012 site visit - garage still on site. 26/01/2012 telephone call to owner garage to be removed by the weekend Resolved Formally 16/03/2012 Gates now removed - enforcement notice complied with.

2008ENF452

Thornfield, 2 Lower Street, Salhouse, Norwich, NR13 6RW
Erection of garage (casefile)
Resolved Formally 16/03/2012 Garage has been demolished and removed - enforcement notice complied with.

b) **Playing Field**

At our recent Playing Field Committee meeting three quotes were received from firms for a basketball hoop to use at the playing field, namely, Hussons, Proludic and Fenland LeisureProducts. After discussing all three quotes, it was felt that, subject to further information, our recommendation would be the purchase of the basketball hoop from Fenland Leisure Products. Further information required was requested from them, which was supplied by return email.

The Playing Field Committee would therefore ask the Parish Council to authorise the order of the basketball hoop from Fenland Leisure Products, including installation, in the sum of £1,509 plus VAT.

Regarding the problem of the wet pour around the children's roundabout, the Committee felt that further advice should be sought before taking the options offered by SMP. We will carry out further investigations and report to the next Parish Council meeting.

Referring to the rowan tree which the Parish Council agreed to plant opposite the Post office, the Committee understood that advice had been given by the Tree Warden that this may not be the best place for the tree, the reasons hopefully he will be able to repeat to the Council at tonight's meeting. In the meantime, however, the Committee felt that, after discussion, if an alternative site was needed two positions at the playing field may be considered suitable. The first on the land at the end of the row of trees, in front of the wooden bench near to the toilet block and the second would be between the car park and the play area. The latter position would also be enhanced by the provision of picnic tables.

c) **Footpaths**

Cllr.. Taylor reported that the obstructions in Gun Carriage Way had been removed and he had walked almost all the footpaths and they seemed to be in good heart.

d) **Risk Assessment.**

There was no report this month but one would be available at the May meeting.

12/82 JUBILEE HALL.

Salhouse 2000 Village Hall Trust papers received from Charity Commission, plus copy of Constitution drawn up by Salhouse 2000.Clerk now seeking Land Registry documents amongst old papers archived.

Council agreed that they should take legal advice on the documents and instructed the Clerk to contact Broadland. District Council and arrange a meeting with their legal department. When in full possession of the facts a meeting would be arranged with the Trustees of Salhouse 2000.

12/83 EMERGENCY RESPONSE

This had again been covered by our District Councillor S.Buckle.

12/84 DRAINAGE, MILL ROAD POND.

No further development reported.

12/85 TREES, MILL ROAD, SALHOUSE.

Following contact with Ann Crottie, an order has now been placed.

12/86. DIRECTIONAL SIGNAGE FROM SALHOUSE BROAD & BROWN TOURIST SIGNS ETC.

Ref: 305518 –Awaiting details of costs.

12/87 NEIGHBOURHOOD PLAN.

Cllr. Taylor, reported that Richard Squires had suggested changes to our original ‘budget plan’ and has forwarded a planner that we might like use as a template. This is being attended to by Cllr. Taylor before presenting again to the Council.

District councilor S.Buckle left meeting at 9.40pm.

12/88 NORWICH POLICY AREA-Read by Chairman Cllr. R. Cooper.

I am sure we are all aware that the most unpopular and intrusive element of the JCS as far as Broadland residents are concerned is the North East Growth Triangle.

However, an even more unwelcome aspect as far as the Parish of Salhouse is concerned is its addition to the Norwich Policy Area (NPA) as a result of the JCS Issues and Options consultation process, in spite of the Council’s best efforts. The implication of this has always been a matter of significant concern.

The grounds for their inclusion of the Parish appeared to be based on the need for the power generation for the Ecotown to be located around the Stonehouse Rd area, west of the railway line. As yet we have not found the rationale in writing.

Although the Parish is classified as a Service village with 10-20 houses earmarked until 2021, there has been the likelihood that it could receive a share, albeit small, of the extra houses that had not been allocated. That said, the work that the Council has done with Broadland throughout the consultation process, on the back of the Parish Plan and the Housing Needs Study, has to date meant that the prospect of overdevelopment in the Parish has been less likely.

However, although the Court Order has not been seen, if we are to believe what has been printed up to now, then the remittal of the Broadland part of the JCS could result in a review of the distribution of growth within the NPA only. This has the potential to place the Parish in a totally different position.

There is however a chance for us to put our case to the GNDP and ask for a reconsideration of the decision to include Salhouse in the NPA in the new consultation process. This needs to be done as soon as possible, prior to Broadland deciding on the way ahead. I fully recognize that we are attempting to overturn a decision but if we don’t put a strong case and ask then we have lost the opportunity.

We believe we shall have enough information to question the need for the inclusion of the Parish, the grounds on which the decision was made and to reinforce the need for a buffer between the NPA and the Broads. There is no guarantee of success but we are duty bound to take the opportunity and try.

I am therefore asking for the support and approval of the Council to make this representation to the GNDP as soon as we have prepared our case. To this end, I am also seeking the Council's approval to delegate the preparation of the case and its submission to Cllr. McCormick and myself and Cllrs will be kept fully informed and provided with the detail.

Approval was proposed by Cllr. Jefford and seconded by Cllr. Hastings. All Agreed.

12/89 PLAYING FIELD COMMITTEE.

The Chairman suggested that owing to the pressure of work that is going to be with the Council during this year, they might like to consider bringing the Committee back into the Council meetings as before. This would be a temporary move for approximately 18 months. It was acknowledged that they had achieved what they had aimed for and as most other items were depending on large sums of money that we did not have, it would be prudent to carry out this work under the umbrella of the Council.

Chairman stated that the decision did not have to be made now but would have to be decided at the May meeting when Committee members and positions are agreed.

12/90 COUNCILLORS INPUT

Cllr. Piper reported that the Website was a little out of date and would the Clerk please look at this.

Cllr. Peck gave his apologies for the Parish meeting on 21st April.

Cllr. Hastings also gave his apologies as a 6.00pm start was not convenient.

Cllr. Simpson reported that at last a street sign had been erected at the junction of Upper/Lower Street and looked very smart.

Cllr. Cooper reported that thanks were in order for all the work that had been carried out by Cllr. McCormick and Ms Pat Gallanders in collating details regarding the Norwich Plan Area.

Cllr. Robbins said one banner could be used this year advertising the Annual Parish meeting, being placed for a short time at Station Road and then being brought down to Jubilee Hall.

To be taken to C.I.M for date alteration as before.

Clerk reported that on behalf of the parish Council, congratulations had been forward to Mr. H. Cator, on his appointment as Norfolk High Sherriff.

12/91. PARKED ITEMS (on-going items, awaiting response)

ALLOTMENTS

BI- MONTHLY NEWSLETTER – Footways, Dog Fouling.

CONTAINERS – RECREATION GROUND

SEWERAGE.

12/92. DATE OF NEXT PARISH AND PARISH COUNCIL MEETINGS

All Councillors had agreed to a 6.00pm start for the Parish Meeting of 21st April, Clerk to notify as many residents and groups as possible.

Date of next Parish Council meeting, which will be the Annual meeting of the Parish Council is 9TH May 2012.

Chairman thanked everyone for attending and closed the meeting at 10.25pm.