

SALHOUSE PARISH COUNCIL

Minutes of Meeting of Annual Salhouse Parish Council held on Wednesday 9th May 2012 in Jubilee Hall at 7.30pm

PRESENT: Cllrs. R. Cooper, K. Robbins, N. Taylor, P. Peck, S. Piper, D. Hastings, S. Simpson, J Rose . Clerk also present.

Four residents attended. Also Norfolk County Councillor J. Carswell and District Councillor B. McGilvray

WELCOME AND HOUSEKEEPING.

Cllr R. Cooper advised everyone in attendance of the location of the fire escapes and the procedure to be followed in the event of an evacuation.

Advised members of the public of the procedure for them speaking at Meetings of the Parish Council a) To speak on one subject only, time limit 3 minutes .Appreciated that it might be difficult for District Councillors, but a written report given to the Clerk would suffice.

Also stated that a sound recording was being made of the Meeting (to assist the Clerk) and if anyone wanted their remarks erased to speak now. No replies, so Chairman acknowledged that he would take the silence as a **No**.

2012/

93 Cllr.R.Cooper was re-elected as Chairman of Salhouse Parish Council. Proposed by Cllrs Piper and N.Taylor. Unanimous decision.

94. Cllr. R. Cooper agreed to take on the Chairmanship, thanked the members for re-electing him, duly signed his Acceptance of Office and the meeting proceeded.

95. ELECTION OF VICE CHAIRMAN

Chairman called for nominations to the position of Vice-Chairman. **Cllr.K.Robbins** was proposed by Cllr. J. Rose and seconded by Cllr. D. Hastings..

It was unanimously agreed that Cllr. K. Robbins be elected as Vice Chairman.

96. ACCEPTANCE OF APOLOGIES

Apologies received and accepted from Cllr. C. McCormick, and Cllr. P. Jefford.

Apologies also received from PCSO R. Hall and District Cllr. S. Buckle.

97. DECLARATION OF INTERESTS (items on the Agenda only)

Cllr. R. Cooper declared an interest in Salhouse United Charities and the Village Fete.

Cllr. S. Piper also declared an interest in Salhouse Fete.

98. COUNCILLORS RESIGNATIONS.

Chairman sadly announced the resignation of Cllr. T. Moralee and asked the Clerk to forward a letter of thanks.

99. CHAIRMAN'S ALLOWANCE (Section 15(5) of the LGA 1972.

It was **agreed** that the Chairman's Allowance remain at £150 as previous years.

100. ELECTION OF VARIOUS COMMITTEES AND REPRESENTATIVES.

Planning Committee.

Cllr. R. Cooper, Cllr. P. Peck, Cllr. K. Robbins, Cllr. J. Rose, Cllr. C. McCormick and Cllr N. Taylor.

Cllr. S. Piper was elected to serve on the Planning Committee, proposed by Cllr K. Robbins and seconded by Cllr J. Rose.

Mrs K. Robbins was elected as Chairman, proposed by Cllr. S. Piper and Cllr. R. Cooper.- Mr. S.Piper to act as Vice Chairman in the absence of Mrs K. Robbins.

Finance Committee – for Budget setting x the RFO

Members elected to the Finance Committee were Cllr C. McCormick, Cllr N. Taylor and Cllr. R. Cooper.

Cllr. McCormick elected as Chairman, (Cllr. N. Taylor to cover in his absence as Vice Chairman) Proposed by Mr R. Cooper and seconded by Mr P. Peck.

Cllr. McCormick was elected to the position of Council Internal Auditor again covered by Cllr. N Taylor if absent.

101. INTERNAL AUDITOR

Council confirmed continuance of Mrs Pauline James as our Internal auditor if she was willing.

102. MEMBERS APPOINTED AS REPRESENTATIVES FOR THE FOLLOWING:-

Recreation Ground. – Cllrs. Rose, Simpson and Jefford.

Footpaths – Cllrs Taylor and Piper.

Risk Assessment – Cllrs. McCormick and Taylor.

Advisory Group for Consultations.

Cllrs.McCormick and Cooper also Ms.P.Gallanders, plus any two other Council members available at the time.

103. TO ELECT MEMBERS TO SERVE ON OUTSIDE BODIES.

Salhouse United Charities – Cllr. R. Cooper

Jubilee Hall- Clerk to contact re dates and times of meetings before deciding.

Parish Tree Warden.

Mr. Flatters was nominated for continuance and accepted. Clerk to confirm appointment, and Mrs J. Burrell, would continue as the Deputy Parish Tree Warden, if she so wished.

Cheque signatories (three any two to sign)

Cllr. K. Robbins, Cllr. R. Cooper and Cllr. P. Peck.-Clerk to countersign.

104. MINUTES OF THE LAST MEETING.

Minutes of the 11th April 2012 were agreed as being a true and correct record and duly signed by the Chairman. Proposed by Cllr. N. Taylor and seconded Cllr. P. Peck.

105. CLERKS REPORT – previous minutes.

(a) Pollarding of Willow Tree by Upper Pond - . 12/80(d)

Requests forwarded to Secret gardens and Ian Roofe.

(b) Meeting with Mr. Harvey – Woodbastwick Forge.- 12/79(c)

Galvanised post with plaque at top for Princess Diana Memorial Tree.

The removed guard to be used to protect the new Rowan Tree being planted for the Queen Elizabeth II Diamond Jubilee, 2012.

(c) Plaque for the Rowan Tree - 12/79(d)

Apex Engineering Ltd. Slight increase in price owing to increased wording. £35 – 40.

Proposed Cllr. Simpson and seconded Cllr. Hastings.

(d) Order for Basketball Hoop - 12/76 (b)

Confirmation of order received 21st May 2012.

106. PUBLIC PARTICIPATION. (INC: Police, District and County Councillors and any members of the public)

Suspend Standing Orders.

(a) PCSO 8238 Bob Hall forwarded report in his absence (read by the Clerk)

1. Theft 22/4/2012 – eggs stolen from road side stall.

If there are any concerns or queries please contact myself or a member of the Safer Acle Police Station, we will be pleased to help. We are contactable on 01493 333262 this straight to Acle police station and may not be answered, but there is an answer phone facility will be listened to at the earliest opportunity. You can also contact me on e-mail Hallr@norfolk.pnn.police.uk

Research for the year from 6th May 2011 to 6th May has shown a reduction in crime in the Parish of Salhouse, from 42 to 37. Schedule of groups available from the Clerk.

Norfolk County Councillor James Carswell



We all last met at the annual parish meeting, I remember saying that the public sector faces challenges regarding finances. I know that for parish councils that you all have worked so hard this year to help the communities you represent and making every penny count.

At county hall it has been a busy year. We launched the better broadband campaign and it has been very successful. Having High speed broadband will be so important for business and families to use whilst we face challenging times. Norfolk County Council was one of the few local authorities that protected the library service and not one single library has closed. It is also great to the millennium library short listed for the best library, is a credit to all the staff that make it a good service.

The decision to proceed with a planning application was made by Norfolk County Council's Cabinet on 2 April. Cabinet also decided that, although the Department for Transport funding allocation of £86.5m covers the road from Postwick to the A140 at the Airport, the remaining section to the A1067 (Fakenham road) should be constructed at the same time, and should be carriageway (apart from the final link to the single carriageway A1067). I feel that all parishes in the Wroxham division need to work together to put forward their views and concerns about this road.

County hall have also been working hard to launch new apprenticeship schemes that will help people and people who are looking to retrain, the opportunity to find new jobs. I have always been a key supporter of apprenticeships as they can give people valuable experience and further opportunity of finding work in these difficult times.

Both at County hall and Broadland District Council the Conservatives have frozen council tax at 0%. Whilst I have always been a supporter of low tax, we must also face the challenge for the future of raising and finding money to protect our key front line services.

I feel that the biggest issue in my county division has been the concern that residents have raised with about the growth agenda. Many of you will be aware of Snub and their legal challenge to the joint core strategy. I know that people are concerned with infrastructure and how many houses could be built. I have always maintained that parish councils should be able to identify the need of housing through your parish plans. With concerns of water supply, roads and other key infrastructure now is the time where parishes, the district and local community groups come together to resolve issues and concerns and move forward to what parishes need for housing.

But it has also been business as usual for me as a county and district councillor. Constantly raising concerns of speeding in your areas, raising issues regarding heavy traffic and also general highways issues. I was disappointed for some of my parishes when I campaigned heavily for gritting routes to be added. This is something I will continue to fight for and raise with highways.

But it is also that I make all the parishes aware that I will be standing down at the 2013 elections for County. I have really enjoyed being your county councillor and I have also the support that you all have given me since 2009. But this past year I have realised that being in a full job and trying to get to parish meetings has been tough. I make no excuses feel that with the challenges that face our parishes it is important to have a county councillor that can make as many meetings. I will continue my district role and will the next county councillor during my term.

So I will continue to work for the parishes to the May elections and I wish you all the very for the future.

District Cllr. B.McGilvray reported to the Council that there were further changes in the pipeline for the Bus services.12B evening return being one of them.

The Newsletter recently circulated gives a reply slip, so please "Have your say" and complete this and return.

Informed Council that the crossing on Salhouse Rd at Rackheath was being officially on 18th May and also the 'Eco Cube' Training Unit on the following Friday.

Mrs. J. Blake informed Cllr. McGilvray that Norfolk County Council had stated No Buses and the 12B service were being cut even further on 3rd June 2012.

Ms.P.Gallanders

1) Rowan Tree

Ms Gallanders asked the Council to re-consider position of the Rowan tree for the Queens Diamond Jubilee. It did not seem appropriate to place it near the Public Conveniences.

2) Shop and Post Office.

Concern was shown about the future of these two premises which could be in the process of being lost to the Village, with all that is going on with the Post Office Authorities.

Team Salhouse member reported that they had become the official carers for the garden Jubilee Hall and would be planting the summer bedding after the flagpole had been installed.

Also informed the residents and members present that there would be a litter pick next week.

Resume standing orders.

107. CHAIRMAN'S REPORT

Thank you for your confidence in re-electing me as your Chairman of Salhouse Parish .I can assure you that I shall undertake the task with my usual enthusiasm and determination to ensure that this Parish Council continues to represent the interests of all Parishioners in all matters.

In this respect it is fortunate that the Council comprises experienced and hardworking Councillors who are now more than capable of meeting the ever increasing demands of both national and local government.

The High Court Order with regard to the JCS writ has now been published and the contents are broadly the same as were briefed at the BDC Council meeting in March. Namely that it affects Broadland and its portion of the Norwich Policy Area which will be the subject of a new Sustainability Appraisal. The references to the expansion of Broadland Business Park remain as does the chart showing overall homes figures. We can now be sure that our workload for the coming year will increase with renewed consultations as well as the demands of the Neighbourhood Scheme.

In the meantime we have the Jubilee Celebrations and the Olympics to look forward to. That said, it is a matter of disappointment to see that once again a village function has been cancelled due to lack of support- namely the Jubilee Dance.

Why is it that other nearby villages seem able to generate a community spirit for this sort of occasion and Salhouse once again cannot. Despite that, the hard work of the usual individuals will ensure that events such as the Fete, the Flower Festival and the like will be staged for the benefit of all villagers and I hope that the support will be there to make them a success.

108. COMMITTEE REPORTS

(a) **PLANNING**

There has been one Planning Committee meeting since the last Parish Council Meeting on 11th April, 2012.

Planning Meeting held on 25th April, 2012 to consider:

P.A. 200120477- Stanfield, 15 Topcliffe Avenue, Salhouse
For: Single Storey Rear Extension.

No Objections

Planning Decisions received from Broadland District Council:

P.A. 20120242 – The Lodge, 41 Mill Road, Salhouse
For: Conservatory & Shed

Planning Permission

P.A. 201230243- 45a & 6 Mill Road Salhouse
For: On site parking/turning circle

Planning Permission

Current Enforcement Notices:

None received for April, 2012

Decisions received from Broads Authority

None

Since the last Annual Parish Council Meeting on 11th May, 2011, there have been 11 Planning Meetings held to consider 23 planning applications.

The Planning Applications for Salhouse Hall & the Garage Site, Mill Road are on- going as they have still not been approved by Broadland District Council.

Mr. Henry Cator held an open public meeting on the 31st March, 2012 to consult with the Parishioners of Salhouse , regarding his plans for the Affordable Housing site on Norwich Road, however, to date a planning application has not been submitted to Broadland District Council.

(b) **PLAYING FIELD**

At our last meeting of the Playing Field Committee, representatives of Salhouse Football Club attended and we discussed the draft Contract which had been prepared. Agreement was reached by all on minor amendments and this is presented to the Parish Council for approval.

Regarding the damage to the wet pour surfacing around the roundabout at the play area, we have obtained quotations and would recommend that the Parish Council authorise acceptance of the quotation by Boyd Sport & Play Limited in the sum of £975. Plus VAT.

This price also includes for the repair of the wet pour around the tower which is in desperate need of repair and having the two done at the same time is more cost effective.

We were advised that there is a problem on the field with moles and it was decided to instruct the Clerk to arrange to have these eradicated as soon as possible.

The members would like to have a work party to clean up the toilets and decorate in readiness for the season. Permission to purchase cleaning materials and paint granted. Members will meet when available and other volunteers would be most welcome.

To receive progress reports from:-

(c) **FOOTPATHS** – Cllr. N. Taylor had walked all footpaths on the 1st May and apart from muddy, were all in order.

(d) **RISK ASSESMENT** – This was presented to Council by Cllr. N. Taylor and given to the Clerk for processing.

Items to be followed up were:-

Mortar infill on toilet block roof tiles, needs replacing and rear gutter broken and down pipe missing. Clerk to obtain quotations for this work.

“Dog” sign loose at top right – south end pedestrian access. This to be monitored.

(e) **FINANCE RISK ASSESSMENT.**

This is practically completed and will be available for the next meeting to discuss and adopt.

109. ANNUAL AUDIT COMMISSION REVIEW FOR YEAR END MARCH 31ST 2012.

This had not been completed in time for this meeting.

110. EXPENDITURE

Cheques totalling £2346.42 were proposed for payment by Cllr. Hastings and seconded by Cllr. Simpson. It was resolved by a unanimous decision to approve the cheque schedule for payment.

Balances for year end 31st March 2012 were provided and balances to date for this New year

INSURANCE 2012/2013. – Payment was agreed at £1505.06 for the new year.

FIDELITY GUARANTEE was agreed, signed and to be forwarded by the Clerk.

T.S.B. Bank – Debit Card- further signature was provided and requested, to be returned by the Clerk.

111. QUEENS DIAMOND JUBILEE

Council members to meet with Jubilee Hall representative as soon as possible to clarify position for flagpole.

Cllr.Hastings to check how all fits and explain about fitting and raising the flag.

Rowan Tree will be delivered to Tree Warden and final planting position will be agreed by the Chairman and other members at a meeting at the Playing Field with the Tree Warden.

Presentation Mugs for Salhouse School Children.

After much discussion and looking at sample mug provided, Council agreed that it would be difficult to separate the Village children from others that attended the Salhouse School and decided not to go ahead. Proposed by Cllr. Simpson and seconded by Cllr. Rose.

112. SALHOUSE FETE.

In preparation for the Fete, moles have been gassed on the site, so as not to cause problems.

Ground conditions although not ideal, were decided to be sufficiently improved not to be a problem.

Norse Commercial Services reported that the damaged grassed area on the Recreation Ground would improve with the weight of the gang mower and regular cutting and they would assess the area again in the Autumn.

Clerk was requested to ask NCS to supply a quotation for the hedge cutting.

113. JUBILEE HALL

Salhouse 2000 had forwarded Hirers "Conditions of Use", to be passed onto Key holders to use, together with other points for information. Clerk to provide copy to current key holders. Cllr.Piper stated that Jubilee Hall would be ideal for a provisional Wi-Fi hotspot.

114. CORRESPONDENCE

- (a) Letter received from Mr. Dady, copied to all councillors.
An excellent suggestion but was not for the Council at this time. Mr. Dady to be thanked for his ideas.
- (b) **NALC** – Election of members – Executive Committee Broadland.
Noted
- (c) **NALC**– Initial Training – dates on notices supplied.
Cllrs unable to free up any more time for additional training.
- (d) **HOW HILL TRUST** Invitation – Friday June 8ths 10am to 3pm.
Interested parties to contact the Clerk for bookings.
- (e) **INSURER’S** recommendations given to all councillors for the Queens Diamond Jubilee celebrations.
- (f) **NALC** – Joint Summer Conference Tuesday July 3rd, N.C.F.C. 9.30am – 14.45pm
Interested parties to contact Clerk to book.
- (g) **NORFOLK LINK** copy 187
Taken by the chairman to read and pass on.
- (h) **NORSE QUOTATION** for tree planting.
This was not required as Team Salhouse will undertake the planting.

LATE CORRESPONDENCE.

- (i) **NORFOLK COUNTY COUNCIL** – Invitations to make Representations to Pre-Submission Documents by the 29th June 2012.

Mineral Site Specific Allocations DPD
Waste Site Specific Allocations DPD.

Noted and taken by the Chairman to read and pass on.

(j) **BROADLAND DISTRICT COUNCIL**– tree Preservation Order 2012.No.2 –
Confirmed - Trees on land at Warren Green, Salhouse.

115. EMERGENCY RESPONSE

Steve Buckle will be attending a meeting next week on this subject and reporting back to the Council.

116. DRAINAGE MILL ROAD.

No further communications this month.

117. DIRECTIONAL SIGNAGE.

As the cost was rather large it was suggested that the local landowners might like to contribute. Clerk to write and enquire.

Resident congratulated Council in achieving alteration to the signage at Hall Drive entrance.

Cllr. Piper stated that he thought that had the Council been consulted the outcome could have been achieved in a different manner.

118. NEIGHBOURHOOD PLAN

Next meeting booked for 22nd May 2012.

119. NORWICH POLICY.

Currently being investigated and letter being collated. Copy of which will be forwarded to all Councillors when complete.

120. COUNCILLORS INPUT

Cllr. Rose reported complaints about cars parking on the footways, suggested PCSO Hall is contacted to carry out a survey around the village.

Cllr. Piper reported that planning matters were out of date on the Website. Clerk to investigate.

Cllr. Peck asked if any dates had been given regarding the trees in Mill Road as eucalyptus tree becoming very large and problematic.

Cllr. Peck leaves meeting at 10.00pm.

Cllr. Cooper stated that the Speedwatch sign was in hand.

121. PARKED ITEMS.

Containers at Recreation Ground are now being painted as requested.

122. DATE AND TIME OF NEXT MEETING

Date of next meeting was confirmed as June 13th at Jubilee Hall 7.30pm.

There being no further business the Chairman closed the meeting at 10.10p.m.