

SALHOUSE PARISH COUNCIL

Minutes of Salhouse Parish Council meeting, held in Jubilee Hall on October 5th at 7.30pm.

1. **PRESENT;** Cllr. R. Cooper (Chairman), Cllr. K. Robbins,(Vice Chairman), Cllrs J. Rose, S.Simpson, C.McCormick, N.Taylor, P. Peck, S.Piper, D.Hastings and P. Jefford and the Clerk. D.R.Wyatt.
District Councillor B.Gilvray also attended.
Seven residents and Mr. D.Freezer (Presss) also attended.
2. **APOLOGIES FOR ABSENCE**
Apologies were received and accepted from Cllr. Moralee.
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.
Declarations were declared by Cllr. Cooper – member of Salhouse United Charities and Cllr. Taylor for Finance
4. **CHAIRMAN’S REPORT.**
We are slowly working through our long list of Consultations and now have 2 more in the pipeline but we will have these all completed by the due dates.

It was nice to see the hedge on Norwich Road has been cut and this has greatly improved the vision at the top of Thieves Lane. It just goes to show if we keep complaining, someone will take notice.

Finally, a big thank you to all the Parish Councillors for all their hard work and thanks to Colin McCormick for his temporary chairmanship whilst myself and Kerry were away on holiday.
5. **MINUTES OF THE LAST MEETINGS**
-confirm the amended minutes of Parish Council held on 7th September 2011
-confirm the presented minutes of 5th October
6. **CLERKS REPORT.**
Reply had been received from Anglian Bus Service. Clerk to thank them.
Cllr. Hastings asked that First Bus be contacted again as he had great concerns of an accident happening and children emerge onto the Lane by the Play area.
7. **CORRESPONDENCE**
 - 7.1 Letter received reminding us of condition 2 of the permission given for the containers on the Recreation Ground. To be painted by October 25th, confirmed to Broadland so that a further site inspection can be carried out and the matter closed.
Clerk requested to forward copy letter to Salhouse Rovers for their information.
 - 7.2 **BROADLAND DISTRICT COUNCIL –PARISH SKIPS.**
Resident had reported incorrect use of the recent and last parish skip available.
After discussion it was agreed to thank the resident for passing this information to us.
 - 7.3 **NORFOLK COUNTY COUNCIL – Cabinet member for Planning and Transportation.**
Delivering local highway improvements in partnership with Town and Parish Councils.
To be attended to at a working party meeting.

8.0 CONSULTATIONS AND REVIEWS.

8.1 BROADS AUTHORITY

Consultation on the Comprehensive Schedule of Changes Proposes to the DPD by the Authority. This had been reviewed by Cllr. McCormick and Cllr. Piper and the conclusion was that they had no comment to make on the proposed changes. This was conveyed to the B.A by the Clerk.

8.2 BROADLAND DISTRICT COUNCIL

Consultation Response Form – Draft Broadland Housing Strategy and Action Plan 2011-2014. Brought forward from last agenda. To be attended to during the Working party meeting of 12th October 2011.

8.3 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. Brought forward from last agenda. Discussed at Working Party of 27th September and Cllr Taylor would ask the Clerk if further correspondence had been received.

Based on that information, Cllr Taylor would deal with this and forward to the Clerk upon completion.

8.4 FUTURE OF STANDARDS – Parish & Town Survey

Brought forward from last Agenda. – Completed and forwarded to Martin Thrower (Monitoring Officer) at Broadland District Council

8.5 NORFOLK COUNTY COUNCIL – Consultation on proposed expansion at Rackheath Primary School.

Resident will be attending meeting being held on Monday at Rackheath and item will be discussed at the Working Party of the 12th October.

9.0 INFORMATION.

9.1 ANNUAL MEETING FOR TOWNS & PARISHES – Broadland District Council

Diary date for Tuesday 11th October . Buffet from 6.45 and meeting proper at 7.30pm. Chairman would try to attend.

9.2 C.P.R.E. Letter for Litter Warden.

Completed forms received for filing and a set forwarded to C.P.R.E.

9.3 KITCHEN WASTE SCHEME.

Collecting Kitchen waste bin service to be extended to areas of Salhouse commencing 10th October 2011

9.4 TOWN AND COUNTRY PLANNING ACT.

Trees on land at Holly Tree Cottage, 74, Lower Street confirmed TPO on 9th September.

9.5 LOWER ST/ UPPER ST. JUNCTION.

Environmental Department at Broadland District Council will contact the relevant authorities and involve the police only if necessary. To contact us after initial meeting.

9.6 ALLOTMENTS.

Confirming that the first request for an allotment has been received.

10. FINANCE

Cheques in the sum of £2306.44 were agreed for payment. Proposed by Cllr S. Simpson and seconded by Cllr. P.Jefford.

Statement balances checked and signed by Cllr.R.Cooper.

10.1 **PARISH NOTICE BOARD.**

Details had been obtained from our previous suppliers and after discussion it was agreed to place an order to replace the notice board opposite the Post Office.

Total price including VAT £1512.58, plus a small installation charge.

10.2 **LEASE OF THE RECREATION GROUND TO SALHOUSE ROVERS.**

Salhouse Rovers 7 year lease is due for renewal, this had not been attended to yet and a principle figure of £1000 was to be used for the Budget of 2012/2013

10.3 **CONTRACTS RENEWAL**

After discussion it was agreed to advertise for maintenance, hedge cutting, bus shelter and notice board cleaning, strimming at the pond and around the village sign, plus playground maintenance.

10.4 **FINANCIAL RISK MANAGEMENT.**

Contingency plan progressing.

11 **COMMITTEE REPORTS.**

a) Planning

There has been one Planning Meeting since the last Parish Council meeting on 7th. September, 2011.

Planning Meeting held on 21st. September, 2011 to consider:

Planning Application 20110947 – Salhouse Hall, Norwich Road, Salhouse.

For: Conversion of Salhouse Hall into 3 houses, Conversion of Barn Complex, Stables, Coach House, Kennels & School House into 6 houses, External Works, plus Associated works to Means of Access.

No Objections.

Decisions Received from Broadland District Council:

Planning Decisions:

P.A. 20110705 – 8 Mill Road, Salhouse FULL APPROVAL

B.A.2011/0042/FUL – Salhouse Broad FULL APPROVAL

Enforcement Orders August, 2011:

2008ENF415- Thornfield, 2 Lower Street, Salhouse

Erection of gates over 1m high- Action to remove ongoing

2008ENF452- Thornfield, 2 Lower Street, Salhouse

Erection of Garage- Action to remove ongoing.

2011ENF278- Westering, 32 Thieves Lane, Salhouse

P.A. approved - Pre- commencement condition check.

2011ENF199 – Football Pavilion, Playing Field, Salhouse

Storage Container Condition check

2011ENF309-Millwood, 6 Mill Road, Salhouse

Pipe inserted in drainage ditch not as per plans – Site visit, letter to Agent.

On Monday 3rd, October, 2011 the Planning Committee had a meeting at the urgent request of Mr. & Mrs. Cator regarding the planning application for the Garage Site. They wished to inform us that due to advice they had received there were concerns regarding the viability of the current proposal for this site and that they were considering withdrawing the current planning application and submitting a new proposal for development without a shop and any affordable housing element.

The Planning Committee advised Mr. & Mrs. Cator that the Parish Council had approved the current planning application and were in favour of a shop and affordable housing on the site but could not comment any further until such time as a new proposal was submitted to Broadland District Council.

Meeting was suspended under Standing Orders.

Discussion followed regarding Mr & Mrs Cator's meeting with us (Oct:3rd), their planning application for the garage site and their letter from BDC.

District Councillor Ben McGilvray reported that the Planners had met with Mr. Cator and the nature of those meetings was confidential. He believed they were along the lines of the plans being unacceptable and they could not proceed with that number of affordable homes. It was explained that he (Ben McGilvray) did not know any more than the Parish Council.

Cllr. McCormick replied that the Councillors were surprised to learn from Mr. Cator that one of our District Councillors had been involved in this planning issue (Garage Site) and they required to know what had been said and who said it.

District Councillor Ben McGilvray replied that he was not personally involved but Steve Buckle had been and he was basically supporting the Council's position and as there had not been a new application there was nothing to report.

Resumed Standing orders.

b)Playing Field.

At the last meeting held on 26th September 2011 we had received 2 quotes for the refurbishment of the toilets on the playing field. These were both for sums in excess of £4,000 and the Playing Field Committee felt that at present, there would be insufficient funds to implement these works. During the discussions, the fact that the toilets are at present just used by the football club and the Fete was raised. The views of the Parish Council are invited.

It was decided at the meeting to have the urgent works carried out as soon as possible, ie the toilet in the Ladies to be re-bedded in, the cistern in the Gents to be either replaced or re-fixed and the lights checked and replaced where necessary. Also, an electrical safety check to be carried out. Cllr. Jefford will contact an electrician and Cllr. Rose will obtain a quote for the other works.

The hedge running along Thieves Lane appear to have several "access holes" in it. One hole has been blocked up but since the work was carried out, another 2 have appeared! The Committee is obtaining a price for chestnut paling to run the length of the hedge, which should alleviate the problem.

The Committee will also be preparing proposals for the role of the Playing Field Committee, which will include delegated powers and a budget. It is hoped that the Committee will be able to put forward the proposals to the November Parish Council meeting.

c.Footpaths

Cllr. S. Piper commented later see 13.6

12. COUNSULTATION TIME TABLE.

Next Working Party dates arranged as 12th and 19th October - item 7.3 will be discussed during this time period.

The "Suggested Sites" (Spacial Strategy) will be discussed after the Exhibition being held by BDC at Jubilee Hall on 26th October. Comments to be completed before December 19th.

13. OTHER MATTERS

13.1 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. To be discussed at working party of October 12th.

13.2 **PARISHCOUNCIL AND PARISH MEETINGS FOR 2012.**

After much discussion it was resolved to hold our meetings for 2012 on Wednesdays at Jubilee Hall.
New dates for publishing agreed

13.3 **SAGA – to decide input.**

It was agreed that the Vanguard meeting reports would be published, plus the discussions and replies for consultations.

14. COUNCILLORS INPUT.

Cllr. Simpson reported that parking was better at the junction of Upper St and Lower Street.

Cllr. Hastings reported that thanks were due to the Salhouse Ranger for an excellent job carried out on The Green Boat Show/

Also requested that we re-visit the resolution referring to Public Participation with a view of moving it nearer to beginning of the agenda

Cllr. Jefford asked for the Tower repair to be placed on the next agenda.

Cllr. Peck reported that the Cherry tree at junction of Mill Close and Bell Lane had increase in growth since last reported and impeded pedestrians. Also that the branches of the Eucalyptus tree had spread into the road .Clerk to report this again to Broadland.

Cllr Piper reported that the footpath (Vicarage Rd) was overgrown and gates are blocking access.

Request from resident on Ward Road. (Chairman will forward name and address)

15. PUBLIC PARTICIPATION

a) David Freezer introduced himself as an Archant reporter, for our parish ,was welcomed by Chairman, and gave a brief description of his role as Parish contact.

b) Chairman of SNUB, S.Heard asked why there was no update or support from the SNUB meeting held on Thursday 15th September.

c) District Councillor Ben McGilvray reported that lots of matters were being discussed at Broadland Council offices and new schemes will be released soon. Impressed upon those there that they should express their views at the forthcoming Exhibition organized by Broadland District Council.

d) Resident Ivan Smith stated that as only 20 houses had been allocated for Salhouse, why did the figure keep changing, as he like others was becoming confused.

e) Resident Ms.P.Gallanders member of (Parish Council Advisory Panel) stated that the cut off for the JCS figure was 1st April 2008. Any planning applications granted prior to that date did not count in the JCS figure. In the case of Salhouse this would include the houses for the Garage site. The JCS figure could also be increased as the Norwich Policy Area (NPA) unallocated housing figure would be split between the NPA parishes, of which Salhouse was one. Hence the apparent variation in the figures when discussed.

f) Ms. P. Gallanders expressed her concerns about various planning matters including, Salhouse Hall with respect to the lack of affordable housing and S106 payments. Changes proposed to the extant Planning Application for the garage site might also remove the provision of a shop.

g) Chairman of SNUB raised the issue again of the writ and the position of Salhouse Parish Council, The Chairman confirmed that the Parish Council had not supported the writ. The Parish Council was

reminded by Ms. P. Gallanders that the Council had objected to the Joint Core Strategy in favour of the dispersal option. The position had been acknowledged by Broadland District Council.

h) Resident P.Watts asked for an explanation why Public Participation had been moved to the end of the Agenda, when best practice in the Good Councillor's Guide recommends that it be placed at the commencement of the meeting.

Chairman replied that the Council does not have to have Public Participation on the Agenda. Cllr.Robbins, gave an explanation and comments were noted.

Cllr. McCormick and District Cllr McGilvray also gave their views.

i) Resident J.Blake reported that nothing had changed since she reported the potholes and problems on Gun Carriage Way.

Also reported that Team Salhouse planned a further "Bulb Planting Day" on Saturday November 5th, meeting at The Bell car park at 9.30am. Posters asking for help will be advertised around the village from the middle of October hoping to attract additional volunteers to help plant the 7500 spring bulbs. Areas to be planted include continuing towards the church; small daffs around the war memorial; grass area to the left of the pond in Hall Lane, and near the bus stop on Norwich Road plus crocus bulbs within the grass verges of Cheyney Avenue.

Also towards the end of October the team will be busy removing the summer bedding plants and preparing the flower beds to plant again with spring bulbs and pansies.

Resident S.Heard asked for a copy of the papers reporting his application to be co-opted onto the Parish Council and a formal response to his e-mails of 13th May 2011 and 6th August 2011. Copies supplied to the Clerk.

Cllr. Hastings reported on the increase in Air space. N.A.T. approved at Norwich Airport. Noise levels will increase and aircraft now at 1500ft because aircraft without permission will have to fly below the level of 1500ft.

Clerk reported that P.C. Bob Hall apologized for not attending tonight but his report contained the following:-

1. Other criminal damage to a dwelling, 03/09/2011 Norwich Road- glass panel to rear door cracked by person's unknown.

16 PARKED ITEMS.
DIRECTIONAL SIGNAGE FROM SALHOUSE BROAD
ALLOTMENTS
BI- MONTHLY NEWSLETTER – Footways, Dog Fouling.
DIAMOND JUBILEE 2012
JUBILEE HALL.

17 **DATE OF NEXT PARISH COUNCIL MEETING.**
Next meeting will be held on 2nd November in Jubilee Hall at 7.30pm.

There being no further business the Chairman thanked all for attending and closed the meeting at 9.40pm