

SALHOUSE PARISH COUNCIL

Minutes of the Parish Council Meeting held at Salhouse Jubilee Hall on Monday, May 9th 2016 at 7.30pm.

Present: Cllr. C. McCormick (Chairman)
Cllr. R. Constantine
Cllr. M. Thrower
Cllr. F. Whymark
Cllr. N. Ball

Officer: Mrs. D.R. Wyatt – Clerk
Visitors in Attendance: Seven members of the public.

2016

85 APOLOGIES RESIGNATIONS CO-OPTIONS AND ELECTIONS.

- 85.1.** To elect the Chair of the Council and complete acceptance of Office.
No outright acceptance of Chair but previous Chairman Cllr. McCormick volunteered to take the Chair for this meeting. All agreed.
- 85.2** To receive Councillors acceptance of office and any adjustments to “Registers of Interests”
No change to Cllrs “Register of Interests” declared by members present.
- 85.3** To elect Vice-Chairman.
Will be deferred to the next meeting.

Apologies of absence were received and accepted from Cllr. Tapp and Cllr. Murrell.

86 DECLARATIONS OF INTEREST (Agenda items only)

Members are invited to declare interests as required by Salhouse Parish Council Code of Conduct adopted on 2nd July 2012
There were no declarations of Interest.

87 OTHER MATTERS

87.1 To consider those relevant matters (if any) contained in paragraphs (iii) to (ix) and (xi) to (xvii) of Paragraph K of Section 5 of Standing Orders

(vi) No new committees to be formed at present. Responsibilities for:-

Planning – Cllr. McCormick (Chair) Cllrs. Murrell, Ball, Constantine, Thrower, Whymark and Tapp.

Finance (Budget) committee – Responsible Finance Officer D.R. Wyatt,
Cllrs. McCormick, Murrell and Ball. (Cllr McCormick to chair meeting)

Finance – Cllr. Murrell – to be confirmed.

Council Internal Scrutineer – Cllr. V. Tapp.- to be confirmed

External Auditor – Mrs. Pauline James – to be confirmed

Cheque signatories – Cllrs. McCormick, Murrell and Ball. (Any two to sign, and counter signed by the Clerk.

Representatives arranged for:-

Jubilee Hall – Cllr. Rachael Constantine.

Salhouse United charities – Cllr. Murrell- to be confirmed

Playing Field/Recreation Ground. – Cllr. Ball.

Footpaths – Mr. Ray Halliday.

Risk Assessment – Cllr. McCormick.

Finance Risk Assessment – Cllr. Murrell – to be confirmed.

Advisory Group – Will be agreed as necessary.

Tree Warden – Mr. Ian Flatters – to be confirmed

xiii Membership to outside bodies remain as follows:-

Norfolk Association of Local Councils.

Annual Fees as members.

Not yet known. Approx £250.00.

National Playing Field Association.

Annual Fees paid for Recreation Ground.

Fees £25.00

Society of Local Council Clerks.

Clerks fees for above shared with Wroxham P.C.

This year's fees were £167.00. 50% = £83.50 paid by Salhouse.

88 MINUTES OF PREVIOUS MEETING.

Minutes of the Parish Council meeting of 4th April 2016, were agreed as a true report, proposed by Cllr. Ball and seconded by Cllr. Constantine. Unanimous agreement.

89 CHAIRMAN'S REPORT (not including items on Agenda)

There was no Chairman's report, but the Chairman explained that criticism had been made about the lack of control over the Public Participation item. There will be a limit to three minutes of any one subject, regardless of how many wish to speak and there will be no further interaction between the Council and the Public, unless invited by the **CHAIRMAN** only.

90 PUBLIC PARTICIPATION (Standing Orders suspended)

Meeting will be adjourned for up to 15mins. Each speaker allowed a maximum of 3 mins:

90.1 To receive a report from County Councillor Tom Garrod.

No report received.

90.2 To receive report from District Councillors Whymark & Tapp

District Cllr. Whymark reported on Devolution, this is being discussed by 22 councils. Currently, there is discussion of forming a group called East Anglian Combined Authority, with a fund of £900million over 30 years. There is a website with more information www.eastangliadevo.co.uk Broadland will have a voice at the table and it will give us more control with decisions like coastal defenses, which will be made locally. This is not 100% decided but people should be aware that process is under way.

90.3 Public submission /questions relating to local issues

Resident Tracey Oxe Explained concerns over the Communications mast and has contacted Broadland District Council.

Resident Carol Smith, Also concerns re above.

Councillor Ball explained about the Communication mast emissions.

Mr. S. Piper. Informed those present that County Councillor Thomas Garrod now had a page on the Rackheath Facebook and was inviting comments. Could we comment on his lack of attendance at our meetings or indeed a report.? Chairman thanked Mr. Piper, he was not aware of that.

Mr. M.Nudd. Enquired about "Cossey's Yard Ceramics" holding workshop evenings. Did they apply for change of use or have a licence?

Chairman commented that this had been there for at least 10 years and he had no knowledge of any change to the situation.

Resident enquired about boundaries in front of approx. 6 houses from Station Rd on Norwich Road. Chairman replied that deeds needed to be checked to establish whether Highways were responsible for the maintenance.

Mr. M.Nudd asked if there had been any news about the reported problem of trading from rear of residential premises in Thieves Lane.

Chairman replied that even if Officers had visited from Broadland, they were not allowed to disclose the outcome.

There being no further items for discussion Chairman closed this session and

Resumed Standing Orders.

91 FINANCIAL MATTERS.

91.1 To **AGREE** and **RESOLVE** the following payments and other matters:-

91.2 It was agreed that all three elected councillors will continue to be cheque signatories.

Cllr. McCormick, Murrell and Ball.

91.3 Cheque payments in the sum of £485.82 were agreed to be paid as per presented list.

Proposed Cllr. McCormick and seconded Cllr. Ball.

Income stated VAT received for two years, Cllr. Whymark asked why we did not request this money sooner. After much discussion it was agreed that our Financial Regulations should be checked and updated if required, for the future.

91.4 Monthly balance list not available.

91.5 Statement balances as declared on cheque list were agreed and signed.

Proposed Cllr. McCormick and seconded by Cllr, Ball.

91.6 Receipt of Part 1 of Precept 2016/2017, in the sum of £14589.00, plus £22.00 transitional grant was confirmed.

91.7 To agree Section 1 - Annual Return for Local Councils in England – 2015/2016

Cllrs felt that they did not have enough information to agree to the questions.

To be placed on next agenda.

91.8 To consider request from Team Salhouse to spend £95 on the Summer planting.

Unanimous agreement.

91.9 Donation request towards Queens Street Party costs.

Council agreed up to £250.00 available, subject to correct paperwork being received.

91.10 At the meeting of 16th June 2016 a motion was put and resolution passed to include Cllr. Whymarks advice regarding safeguarding the balances on our bank accounts.

92 NEIGHBOURHOOD PLAN.

92.1 Chairman read report submitted by Neighbourhood Plan Group.

93 CHOOSING YOUR CHARITY

Results for the Charities were:- Magpas,(1) Citizens Advice Bureau,(1) Age UK (2) East Anglian Children's Hospices (6) and East Anglia Air Ambulance (9). In view of the closeness of the top two RFO suggested that a split of £120 and £80 be awarded to those Charities, instead of paying all to one as set up. Cllr Whymark suggested that £100 should be given to each of East Anglian Children's Hospices and East Anglian Air Ambulance. Unanimous decision.

94 CORRESPONDENCE

Norfolk Community Foundation – confirmation of a £200 award- part payment towards wheelchair/buggy type bench for Recreation Ground.

Broadland District Council – Invitation to Planning meeting referring to erection of one dwelling with double garage at Longacre, Howlett's Loke, Salhouse Application 20160367.- No councillor requested booking to attend.

Anglian Water Services. – reply received from Peter Simpson, apologising for the elongated time for the repairs and confirmed that Dave Baker, Network Service Manager, has spoken to Mr. Cooper, who was happy with Dave's explanation

Pensions Regulator- Confirmation of communication contacts required by April 27th 2016 – On line documentation – done.

95 VODAPHONE.

After much discussion (mostly bringing new councillors up to date with the information) it was agreed that payment should be made annually, all starting at the same point.
Clerk would check details and set in motion.

96 SHARED ACCESS- Communications Mast.

Council replied, in reply to letter from Shared Access, that they could not supply a letter of support until Planning Application had been viewed and discussed. No reply received as yet.
Clerk reports that she has not received any letters of complaint or approval from recent leaflets circulated by SHARED ACCESS.
Council opinion that not enough information had been supplied on the Health issue.

97 NORFOLK COUNTY COUNCIL 50/50 PARTNERSHIP 2015/16, TROD PATH BELL LANE, SALHOUSE.

Council agreed that Community Infrastructure Levy (C.I.L) monies will be used to fund this project. Monies have been transferred from our reserve as agreed and replacement will take place when Community Infrastructure Levy (C.I.L) monies received from BDC in October 2016. **Total** monies to be transferred in October/November amount to £20,000 plus £1811.77 moved as part of the 50% instruction. Cheque for £20,000 to be forwarded to Norfolk County Council.

98 LEASE EXTENSION FOR RECREATION GROUND.

Request has been made to S.U.C.T for a further extension of lease period, before any further investment of monies will be available. Original request was for 40 years, but Cllr Whymark formally requested that the Council required a 999 year extension, to ensure perpetuity for the residents of Salhouse village. Chairman to contact S.U.C.T, as no reply has been received.

99 PLANNING

PA20160501 – Woodland Crescent, 114, Lower Street, Salhouse

Garage Conversion & erection of Porch & Detached Double Garage to Front of dwelling.
Mr & Mrs. Mattin. (Extension of time given until May 10th)

SPC wishes to **object** to the subject Planning Application on the following grounds:

1. The proposed development is in the Salhouse Conservation Area and will make a significant change to the appearance of the area particularly the double garage development being so close to the road. The view up and down the road at this point will be severely affected.
2. The gardens of this row of properties are intentionally open plan, with no walls, fences or gates. This open aspect will be adversely affected by the double garage development on the front garden.
3. Although this row of houses are of 1970s date, they were designed as a group, eg the open gardens, the symmetrical garage roof lines at each end of the row. This design feature will be lost by alterations to the garage roof line and the additional building to the front.
4. Any additional garage should be constructed at or behind the building line. The property in question has enough land to do this.
5. Views from and amenity value of neighbouring properties will be affected.
6. Such development, if permitted, will set a precedent for front garden development which will damage the appearance of this part of the village.
7. The plans as submitted do not show full elevations of the house and garages together on the same drawing, hence they do not adequately illustrate the visual impact of the proposed development.

PA20160659 – 10, Station road, Salhouse.

Change of Use to full residential and Extension to Front.

Mr. Liam Landamore.

Salhouse Parish Council raised no objections to this application.

PA20160686 – Salhouse Recreation Ground

Erection of 15m monopole to support 6 No telecommunications antennae for shared access use by Vodafone and Telefonica and installation of 2 No. dishes and 4 No. ground based equipment cabinets.
Late receipt – Clerk to ask for extension to cover next meeting.

100. ST.GEORGES DAY PARADE – APRIL 17TH

Feedback will be received later.

101. NORTHERN DISTRIBUTOR ROUTE.

Following the report received from N.C.C. (John Birchall) reported at the last meeting.

There has been no further correspondence as Cllr. Tapp was going to contact N.C.C, with this, when he attended at their premises in the near future.

102. FOOTPATH REPORT & DEREHAM TOWN COUNCIL CONFERENCE COMMUNICATIONS.

Chairman (Cllr. McCormick) and Footpath representative Mr. R/ Halliday, will attend this meeting on June 13th.

Footpath report No.8 was circulated – See Appendix 1.

103. LATE CORRESPONDENCE.

Chairman explained about Footpath 14, under new ownership. This will be subject of the next meeting.
Clerk reminded Council again about the £75000, limit for compensation on our amalgamated bank accounts.

104. COUNCILLORS INPUT AND ITEMS FOR THE NEXT AGENDA.

Part 1 of Annual Audit report for 2015/2016 (Already distributed at April meeting)

Part 2 of Annual Audit report for 2015/2016

Overgrown hedge at No. 29, Lower Street. Clerk to forward letter.

105. DATE OF NEXT MEETING

Next meeting will be held on June 6th 2016.

APPENDIX 1. Footpath Report No.8 – copied.

In order to provide an updated report I have walked all of our footpaths in the past 4 days. I have also walked paths and tracks not shown on our map which have public use including those on the Salhouse Circular Walk as addressed by Broadland District Council in their walking leaflet and on line.

I am pleased to report that currently all of our paths and tracks are ope, unobstructed and in good condition. The recent dry and warm weather has obviously helped.

Footpath 14 from Station Road.

Whilst this is in good condition at the present, the muddy areas are still soft in places and more rain will change the walking conditions very quickly. The Fingerpost sign at the Station road end is still leaning in the hedge. I first reported this on October 30th last year and despite my telephone call to N.C.C and an assurance it will be sorted out nothing has happened yet.

Footpath 11 from Lower Street.

This has dried out but again problems will arise after significant levels of rain.

Footpath 8 from Upper Street – Gun Carriage Way.

At the Upper Street end vegetation is starting to encroach on the path and this needs to be monitored now that we are in the main growing season.