

**SALHOUSE PARISH COUNCIL minutes of meeting held on August 12<sup>th</sup> 2013, in Jubilee Hall, Lower Street, Salhouse at 7.30pm.  
Plans were available for viewing from 7.00pm.**

Present: Councillor C.Dady (Chairman)  
Councillor C.McCormick (Vice Chairman)  
Councillor N. Taylor  
Councillor S. Heard  
Councillor N.Ball  
Councillor Mrs. L. Fielder  
Councillor Mrs S. Blow

Officer: Daphne Wyatt – Clerk

Visitors in Attendance: Tom Garrod, (County Councillor) Martin Thrower, (Monitoring Officer, Broadland District Council) and Kevin Webster, (Wroxham First Responders).  
Thirty five members of the public.

**2013**

**411 APOLOGIES RESIGNATIONS CO-OPTIONS AND ELECTIONS.**

**411.1.** To consider apologies for absence.  
There were no absences.

**411.2** Co-options  
There were no co-options

**411.3** Resignations  
There has been one resignation. Cllr. R. Rayson., Chairman requested letter of thanks to be forwarded and called for a replacement representative for the Salhouse United Charities as this position has now become vacant.  
It was agreed that the Chairman fills this vacancy.

**411.4** Retrospective Formal agreement – Project Working Party – Shop and Post Office.  
A working group had been agreed previously to deal with this project.  
Proposed Cllr Dady and seconded Cllr. Fielder.

**412 OTHER MATTERS**

**412.1** Attempted break in at Recreation Ground – Toilet Door. No reply received yet, chased.  
Have accepted the offer to repair hinges from Salhouse Rovers, which has been confirmed verbally by them.

**412.2 (Minute 336a) (Minute 412.2)** Reply received from Mr. Proctor, who has agreed to attend our meeting in September.

**412.3 Norfolk County Council Ref. 415929**– Hedge opposite Post Office.  
Unable to cut until nesting season has finished.

**412.4 Clerk reported to all present that:-**

“On behalf of the Council I confirm that a letter was forwarded to Cllr. S. Heard confirming that Salhouse Parish Council would like him to represent them on the papers which were indicated with a link to the Inquiry website.

Also that subsequently (on the 17<sup>th</sup>) a further copy of Cllr. Heard's new comments (presented on behalf of SNUB) was forwarded to all councillors to be approved for his use.

Three councilors acknowledged this to me, I cannot say how many directly contacted Cllr. Heard. Therefore it should be reported to this meeting retrospectively”

#### **413 DECLARATIONS OF INTEREST (Agenda items only)**

Members are invited to declare interests as required by Salhouse Parish Council Code of Conduct adopted on 2<sup>nd</sup> July 2012.

Declarations were received from Cllr Taylor and Cllr. McCormick for Planning Application -near neighbours.

- was declared by Cllr. Heard regarding Postwick Hub.- Representative on behalf of SNUB and SPC.

##### **413.1. Dispensations.**

Dispensations were issued and completed by all Councillors to cover, Neighbourhood Plan and Post Office and Shop.

#### **414 MINUTES OF PREVIOUS MEETING.**

To confirm and agree the minutes of the Parish Council for 8<sup>th</sup> July 2013

Minutes were agreed to be a true report, proposed by Cllr. Dady and seconded by Cllr. Fielder.

#### **415 CHAIRMAN’S REPORT ( not including items on Agenda)**

“We were posed a question about reporting ‘invasive species’ - Japanese Knotweed - growing in the village and in the process of investigating what happens when reports are made discovered just how much we are under attack!

Most of these species are reportable to DeFRA via their website [alert\\_nonnative@ceh.ac.uk](mailto:alert_nonnative@ceh.ac.uk) really for the purposes of survey. On their website you will find there are 11 animal species and 8 plants species. Ironically one of the plants species Rhododendrons also has its pest the Leaf Hopper listed under animals! The animals includes the Muntjac Deer.

Elsewhere there are surveys for other issues, some non- native, including the Harlequin Ladybird, Asian Hornet, Oak Moth, Ash die back, Squirrel Pox, Black Squirrels and many others.

I recall the Koypu issue, Dutch Elm disease and Colorado Beetle which still remains on the reportable list, but the list has grown considerably no doubt due to changing climate and the of people movement and goods transport across the world.

Maybe it is not all doom and gloom as I am sure there must be some beneficial plants and animals also heading our way - but I think the message for us all is be vigilant and report sightings”.

Chairman asked the Council members for their agreement to bring forward item 425 on the agenda, to enable the participant to leave earlier. AGREED.

#### **425. DEFIBRILLATORS.**

##### **425.1 Meeting with responder to discuss various models .**

Mr. Kevin Webster (Co-ordinator for Wroxham & Hoveton First responders) attended the meeting and addressed the Council, regarding their request for further information on defibrillators. Explanations were given on use of the Cardiac Science G3. Also about The Community Heartbeat Trust, a national charity focused on provision of life saving services to local communities.

#### **416 PUBLIC PARTICIPATION (Standing Orders suspended)**

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

- 416.1** - receive a report from County Councillor Tom Garrod.  
Norfolk County Councillor Tom Garrod, who was in attendance, brought all up to date with County issues and reminded members and public about the NDR consultation taking place at the moment.
- 416.2** - receive a report from District Councillors S. Buckle and Ben McGilvray.  
No District Councillors attended.
- 416.3** - receive a report from Norfolk Constabulary  
No report received.
- 416.4** Public submission relating to Planning applications (if any)  
Letter of objection from Mr. T.V.L.L.Parkinson.  
Mr. Parkinson addressed the Council regarding his concerns with P.A. 20130871 and amendments to previous approved P.A, which had not been taken into account on the current 20130871 submission.  
It would appear the new application submitted was caught up in changes to planning regulations.  
Mr & Mrs Smith planning applicants were also in attendance and reported that they were negotiating changes currently.

#### **416.5 Public submission relating local issues.**

**Resident Mr. S. Piper** asked if separate Planning meetings could be held, stated that there were no “draft mins” available for the meeting of 8<sup>th</sup> July and reported that the Exception Site on Norwich Road was also advertising a further parcel of land. *Noted.*

**Resident Ms P. Gallanders** explained the reason why she had lodged a complaint to Broadland District Council and this can be read as Appendix 1.  
Chairman replied that this was only an opinion as was her right and this would be considered at the September 9<sup>th</sup> meeting. *Noted.*

**Mr. R.Cooper** questioned why Cllr. Heard did not declare an interest in the Postwick Hub. *Noted*

Mr. J. Fielder asked if the Council could make a decision on the Defibrillator, offering to make up any shortfall required. *To be discussed later during the meeting.*

Mr. D. Hastings thanked Cllr Heard for speaking up for Salhouse, Rackheath and Wroxham at the Postwick Hub inquiry.

Also reiterated again that the buses were going over the speed limit in Thieves Lane, both Anglia and First. *Clerk to write and request that they keep to the speed limit.*

**Resume Standing Orders.**

#### **417 CORRESPONDENCE**

- 417.1 ROSPA – Playsafety Report.** Details supplied for Councillors.  
As details were not ready for the Councillors, this item will be placed on next agenda.
- 417.2 BDC – Reply received from Mr.A. Proctor and acceptance of invitation to attend our September meeting. – Copied to all councillors previously.**  
*Mr. A. Proctor requested Agenda. Clerk to supply.*

- 417.3** Post Office Ltd.  
Confirmation of not progressing with re-locating to the Bell P.H.
- 417.4** Hoveton & Wroxham Medical Centre. – Summer Newsletter.  
*This can be seen online via the Salhouse Village Website.*
- 417.5** Norse informing Clerk of change of address for their commercial base- *Noted*
- 417.6** Consultation having finished, both Salhouse and Neatishead , C of E Primary Schools agreed to Federate on November 1<sup>st</sup> 2013. *Noted*
- 417.7** Road Sweep dates forwarded as confirmation. Clerk to retain.
- 417.8** Dog Bin request.  
Resident (living on Norwich Road) who walks along Hall drive most days requested consideration for a “Dog Bin” opposite the Bell. BDC were contacted, who declined. If dog fouling occurs on a regular basis, they will clean the area and assess it accordingly
- 417.9** Residents “Thank you”  
Resident Mr. P. Boddy, requested that the Council be publicly thanked for representing the views of the residents of the village at the Postwick Hub Inquiry.
- 417.10 Late Correspondence.**  
Several letters of support for complaint by resident on the Postwick Hub Inquiry, had been received (too late for Agenda) These will be logged on the Agenda for the 9<sup>th</sup> September.

#### **418 INVITATIONS**

##### **418.1 Broads Authority Parish Forum – Ant/Bure**

Invitation to attend the first Parish Forum on 18<sup>th</sup> September at Ludham Village Hall, at 7.30pm Copied to all cllrs.  
Cllr Ball asked that he might attend. Agreed.

#### **419 FINANCIAL MATTERS.**

- 419.1** To **AGREE** and **RESOLVE** the following payments and other matters:-  
Cheque payments to the value of £2047.19 as listed. – AGREED
- 419.2** Monthly balances as per ledger figures. – AGREED
- 419.3** Statement balances as declared on cheque list.- AGREED AND SIGNED OFF.
- 419.4** Quotation received from Norse – Re playing Field Hedges.  
Confirmed that this was as per our Budget.
- 419.5** National Joint Council for the Government Services (NJC) has confirmed that the Local Government Employers and Trade Unions have agreed a 1% increase from 1<sup>st</sup> April 2013.  
This applies to 2013/2014 salaries.

#### **420 PLANNING APPLICATIONS & REPORT**

**420.1** **AGREE** and **RESOLVE** upon the following applications and/or matters:-

**420.2** Planning Application (BDC) 20130857.

##### **103, Lower St, Salhouse.**

Erection of Two Storey and Single Storey Extension to Rear  
Mrs. Sue Russell.  
Parish Council had no objections or comments

**420.3** Planning Variation, (BDC) 20130871  
**32, Thieves Lane, Salhouse**  
Application for the variation of Condition 2 of Planning Permission 20110100.  
Mr & Mrs. Phillip Smith.  
Following contributions to the meeting by both Mr. Parkinson and Mr & Mrs Smith,  
It was agreed to write to both parties encouraging them to reconcile the issue by mutual agreement, given that Mr & Mrs Smith had publicly offered to modify their plans. Also it was agreed to write to Mr. Thirkettle (Broadland District Council Planning Officer) to advise him of this proposal.

Copy letter available as Appendix 2.

**420.4** Planning Application (BDC) 20131027  
**WillowPond Cottage, Hall Drive, Salhouse..**  
Single Storey Rear Extensions  
Mr. Gary Ferdinando  
Parish Council had no objections or comments.

**420.5** Planning Application (BDC) 20130965  
**Erection of 100 dwellings including New Vehicular Access & Associated Works**  
Land West of Salhouse Road, Wroxham.  
Hopkins Homes.  
This application was the subject of an exhibition held at Wroxham Church Hall, during January this year, to which some members attended. Their concerns, apart from the increase in traffic, was the access and lack of a footway leading to Salhouse along the Salhouse road. Clerk informed the Council (with the permission of Wroxham Chairman) that Wroxham council had the same concerns for safety, together with others which were all Highways related.

**420.6** Planning proposal 20130702  
**Solar Farm, Land North of Stonehouse Road.**  
Attendance at the exhibition was very low. No full application lodged yet,  
Awaiting Full application.

Letter also received from resident expressing concerns with Garage Development Site.  
BDC are aware. (PA 20101590)

#### **PLANNING DECISIONS AND APPEALS.**

**420.7** None available at this time.

#### **421 SALHOUSE POST OFFICE& COMMUNITY SHOP- Updated report.**

**421.1** Valuation has been received from Roche Chartered Surveyors.  
This was considered to be favourable.

**421.2** Meeting held on August 5<sup>th</sup> to consider residents suggestions and concerns.  
The meeting produced a variety of concerns and support and residents were assured that they would be kept informed as progress was made. New leaflet would be circulated after further details were confirmed.

**421.3** Agree leaflet content and closing date, cost of printing and distribution by outsiders.  
Chairman passed to Councillors copy of this leaflet and it was agreed the closing date would be 31<sup>st</sup> August.

**421.4** Distribution and collection methods if done locally by volunteers.  
Several volunteers came forward and a distribution list has been supplied to the Clerk by Carole Woodward (Distribution manager of the Saga)

**422 SPEED LIMITS**

E-mail of support received from resident. To be discussed on the next agenda.

**423 NEIGHBOURHOOD PLAN.**

423.1 Progressing a further meeting has been arranged for August 19<sup>th</sup> to discuss vision of what is required from the Neighbourhood Plan.

**424 CONSULTATIONS.**

**424.1 Site Allocations: Preferred Options Consultation –**

Consultation will run from 9.00am July 1<sup>st</sup> finishing on 2<sup>nd</sup> September at 5.00pm.  
Council had no further comments to make. Clerk to confirm agreement with original Options

**392.2 Norfolk County Council.**

Notification of intention to apply to the Planning Inspectorate for Development consent Order for the NDR. Section 48 Notice received. Copied to all members.

**392.3 Proposed Norwich Northern Distributor Road (NDR)**

Formal Consultation under section 42 of the Planning Act 2008.

Cllr S. Heard (in conjunction with the Chairman) will forward a proposal for consideration before the next meeting. To be agreed at the council meeting of 9<sup>th</sup> September.

**392.4 Broads Authority – Site Development Plan Document (DPD) – Second Publication.**

Available to view at Hoveton Tourist Information Centre, Station Road, Hoveton.  
and [www.broads-authority.gov.uk](http://www.broads-authority.gov.uk) Comment closure 4pm Friday 13<sup>th</sup> September 2013.

**425 DEFIBRILLATORS (Cont'd)**

**425.1** Meeting with responder to discuss various models .

Together with cabinet to house defibrillator and other extras, the cost was approximately £2000.

Clerk was requested to ask for a firm quotation.

As it had been suggested that the exterior of Jubilee Hall would be the most suitable place to this, Clerk also to ask permission of the Committee and also the required electricity supply.

**426 COMPLAINTS PROCEDURE.**

**426.1** To receive reports from Cllr. Fielder and Cllr Dady as arranged at last meeting.

Subject to a minor adjustment this Complaints Procedure was proposed by Cllr. Dady and AGREED by all.

All members to have new copy and copy placed on Salhouse Village Website. – Clerk.

**427 COMMITTEE AND WORK PARTY AND CLLRS. REPORTS, ON MEETING ATTENDANCE.**

**427.1 Footpaths**

Cllr. Taylor had no problems to report.

**427.2 Risk Assessment – General**

Cllr. McCormick had no problems to report.

**427.3 Jubilee Hall.**

No report available.

**427.4 Shop and Post Office working party reports.**

Awaiting further developments before nominating a Chairman of this working party.

**427.5 Cllr.Heard - brief report on the NALC Summer Conference.**

This had been previously reported.

**427.6 Cllr. Heard – report on attendance at C.P.R.E. meeting.**

Comments were expressed about Neighbourhood Plan.

**428 POSTWICK HUB ENQUIRY**

Report from Cllr. Heard on the proceedings which re-commenced on the 24<sup>th</sup> July 2013.

“ The 14 page report had been accepted by the Inspector and was now on the link.”

**429 COUNCILLOR’S INPUT.**

To report other matters and request items for further Agendas.

Cllr. Ball – Car Park at Recreation Ground needs repair. Clerk to obtain quotation.

Cllr. McCormick reported that some roadside signs appeared corroded. Clerk to communicate with Highways.

Cllr. Heard commented on the seat recently installed in Station Road. Very well placed.

Cllr. Dady commented on “bringing forward Public Participation”

**430 PUBLIC PARTICIPATION (Standing Orders suspended)**

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

Mr. Robert Cooper asked when the Playground sign was being corrected.

Also hedge on Thieves Lane required attention.

Mr. Prestwood reported that details of the Solar Farm had been on the Website for some time.

Speedwatch Group urgently needs new members.

*Resume Standing Orders.*

**431 MISCELLANEOUS**

**399.1** Countryside Voice – C.P.R.E. Summer Issue.

**399.2** Badcog News Issues 166.

**399.3** NPFA Membership confirmation

**399.4** Eco & Business Training Courses Sept- March 2014.

**432** Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed that because of the confidential nature of the business to be transacted the public and press leave the meeting during consideration of the remaining matters.

**433 COMPLAINTS/ CONFIDENTIAL**

**433.1** Residents letter dated 19<sup>th</sup> July 2013 (1)

After discussion it was agreed to formulate a reply to complainant.

**433.2** Residents letter dated 19<sup>th</sup> July 2013 (2)

After discussion it was agreed to formulate a reply to complainant.

**433.3** Clerks Salary.

To arrange a meeting to discuss this matter and ensure that the Clerk is on the right schedule. .Proposed Cllr. Dady and seconded Cllr. Heard.

Working party group consisting of Cllrs, Dady, McCormick, Fielder and the Clerk

**433.4** Review Standing Orders.

Chairman proposed Council wait until new Standing Orders are released in October 2013.

**434 DATE AND TIME OF NEXT MEETING.**

**434.1 To note that our next meeting is on 9<sup>th</sup> September at 7.30p.m.**

**Agenda addendum.**

**435 SOLAR FARM – LAND NORTH OF STONEHOUSE ROAD, SALHOUSE.**

There was nothing to report.

**Appendix 1 – Sheet 9.**

**Appendix 2 – below.**

## **(2) SALHOUSE PARISH COUNCIL**

Clerk: Mrs. D.R.Wyatt, 19a, Stonehill, Green Lane West, Rackheath Norwich NR13 6LX

E: [Salhousepc@btinternet.com](mailto:Salhousepc@btinternet.com) Tel: 01603 721474

14<sup>th</sup> August 2013

Mr. Martin Thirkettle,  
Planning Dept.,  
Broadland District Council,  
Thorpe Lodge,  
1 Yarmouth Road  
Thorpe St.Andrew,  
Norwich  
NR7 0DU

Dear Mr.Thirkettle,

### **Broadland District Council Planning Application No.20130871**

The above application was considered by the Parish Council at its meeting on 12<sup>th</sup> August. A letter of objection and a personal representation by a neighbour, Mr. T.V.L. Parkinson of Fishers Croft, Heron Close, were also considered.

Mr Parkinson's objection concerns the location of the proposed three-car garage which, on the revised plan, lies directly alongside a main window of his property, at a distance



of only approximately 2 metres, and therefore significantly reducing light into his property. Under the original plan, which had Mr.Parkinson's and BDC's approval, the garage lay further forward on the plot and the window was clear. Also, the front doors of the garage will now lie adjacent to the back of his property, giving increased risk of noise and fumes. We have confirmed these concerns with a site visit. Mr.Parkinson feels that, given the size of the plot, it should be possible to relocate the garage to a suitable position which would avoid these problems.

Mr Parkinson also asked me to point out to you that on the site location plan, the footprint shown for his property is out of date, as it does not take into account an extension built in 2007 (PA 20060719), thereby leading to an underestimate of the impact on his property..

The Parish Council's recommendation is that Mr. Parkinson's objections regarding the size and close proximity of the proposed garage to his property should be taken into account, and a revised proposal to move and/or reduce the size of the garage should be submitted. It was noted that the applicants, Mr and Mrs Smith, who also attended the meeting, were broadly accepting of this and have promised to cooperate with Mr and Mrs Parkinson in order to find a resolution.

Yours sincerely,

Mrs DR Wyatt  
Parish Clerk, Salhouse Parish Council

### PUBLIC PARTICIPATION – 12 Aug 2013

I refer to Item 428 on tonight's Agenda where Cllr Heard is to report on the Postwick Hub Inquiry.

As all Councillors are aware I have lodged a comprehensive Complaint into the handling of the Salhouse Parish Council Statement to the Postwick Hub Inquiry delivered, in concert with that of SNUB, on 18 July by Cllr Heard. To briefly summarise some of the facts about which I have complained:

- Cllr Heard exceeded the authority and trust vested in him by the Parish Council, as qualified in a letter from the Parish Council to the Inquiry dated 17 July, in that he included Salhouse Parish Council in the new 14 page Statement to the Inquiry.
- Cllr Heard did not comply with the statutory requirements of the Inquiry regarding the prior submission of Proof of Evidence. The Inspector displayed anger that it was Cllr Heard's clear intent to set aside the regulations for submitting Statements and he asserted that Cllr Heard was "clearly not playing by the rules". Salhouse Parish Council could be assumed to have been complicit in this.
- The whole tone of the Statement and much of its content, more suited to that of a Campaign Group, has served to discredit the Parish Councillors and their Parishioners, to whom they have a responsibility.
- Cllr Heard's credibility was undermined as a result of the questioning from the QC and Inspector particularly in respect of the earlier availability of the Statement and the extent to which he had apprised himself of the Highways Evidence. This reflected badly on Salhouse Parish Council.
- In short, Cllr Heard has brought the Parish Council into disrepute and the Chairman and Councillors are culpable for initially allowing a Campaign Chair to represent them and the Parish on a subject on which they have not consulted the parishioners and about which they themselves have not debated and show scant knowledge.
- Although made aware of the circumstances they did nothing to retrieve the situation and disassociate themselves from the unauthorised Statement.

Item 428 should therefore be deferred and withdrawn from the Agenda on the grounds that any report and discussion on this subject will prejudice the open, objective handling of this Complaint.

If the Item is not deferred and removed from the Agenda then it can only be construed that the Council is deliberately and defensively muddying the waters prior to what should be the responsible handling of a Complaint from a Parishioner.