

SALHOUSE PARISH COUNCIL

Minutes of Salhouse Parish Council meeting held in the Jubilee Hall on March 14th 2012 at 7.30pm.

PRESENT: Cllr. R. Cooper (Chairman), Cllr. K. Robbins (Vice Chairman) Cllrs J. Rose, C. McCormick, N. Taylor P. Peck, S. Piper, D. Hastings, S. Simpson, P. Jefford and the Clerk. D. R. Wyatt.
Three residents were present and also District Cllrs. S. Buckle and B. McGilvray.

WELCOME AND HOUSEKEEPING.

Chairman welcomed those present and advised them of vicinity of fire exits, should they be needed.
Reminded residents that the meeting was being recorded and that they should inform the Clerk now if they wished to be excluded from the minutes. There were no requests for exclusions.

12/45 APOLOGIES FOR ABSENCE

Received from Mr. T. Moralee.

12/46 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 by:-

Cllr. Cooper as member of Salhouse United Charities and Salhouse Village Fete.

Cllr. Jefford as member of Salhouse United Charities.

Cllr. Piper as members of the Broads Authority. All were personal interests.

12/47 CHAIRMAN'S REPORT.- Read by Chairman Cllr. Cooper.

Last month has seen a very encouraging increase in community life in the Village. The first village pantomime was extremely well supported as was the table top sale. The meeting of group representatives to discuss village activities to celebrate the Queens Diamond Jubilee was also well attended and it is true to say that villagers will have good opportunities to enjoy the occasion. It is reassuring to see the continued impact of the Parish Plan on the community and the changes that have come about as a result of it. Village life is certainly more interesting these days!!!

Although the Judge has issued his decision regarding the writ against the GNDP concerning the Joint Core Strategy, the High Court Order which will provide us with the full authoritative facts of his judgment has yet to be published. It is therefore inappropriate for the Parish Council to comment further until Councillors have the opportunity to read that Order.

I would propose to the Council that item 12/65 Joint Core Strategy be withdrawn from the Agenda. Proposed by Cllr. Robbins and seconded by Cllr. Peck .All agreed.

12/48 PUBLIC PARTICIPATION

-consider adjournment of meeting for Public Participation, inc: District and County Councillors and Norfolk Constabulary.

Suspend Standing Orders.

P.C.S.O Hall had forwarded the following report:-Only four recorded crimes

1 – Domestic 03/02/2012

2 - Domestic 04/02/02102

3 - Theft from motor vehicle, 13/15/02/2012 Norwich Road, insecure vehicle entered and items removed.

4-Theft 21-23/02/2012. Lower Street, trailer taken from address.

Mrs. Woolner, on behalf of Village Fete Committee requested a donation of £280 to cover fees such as insurance. Council acknowledged this and will include it in Finance section this evening.

Mr. Woolner, on behalf of Salhouse Rovers, reported owing to the damage caused by the hedge cutting Contractor, they would have to try and find other football pitches to hire, to play their remaining games on. If one pitch is playable, they would use this.

Cllr. Jefford explained that Mr. J. Fielder and contractor C.S. Starkings Ltd spent several hours trying to rectify the problem, but had not achieved a satisfactory finish. On behalf of the Parish Council he has contacted Norse for advice and a quotation. This obviously will delay correcting the problem and we will keep you informed.

Resident Mrs. J. Blake, asked when trees lying across footpath known as Gun Carriage Way were going to be removed. Cllr. Taylor reminded the Council that Mr. H.Cator had promised to look at these problems when reported, so will the Clerk please report this immediately.

Resident Mr. R. Williams asked if he would be able to speak as the item on Joint Core Strategy had been removed from the Agenda. Chairman asked him to continue.

Mr. R.Williams was not happy with the removal of Joint Core Strategy from the agenda. The Chairman stated that until the Parish Council has had sight of the High Court Order it will not be commenting on any third party interpretation.

District Councillor S. Buckle.

Drainage.

Updated the members relating to Environment Agency, he remains unconvinced and has requested a further meeting.

Resilience.

Cllr McCormick and I met as planned , we are able to move on and refer to the UK Resilience website and from the Brundall Emergency Community Plan.

However we have a major problem where the use of mobiles are concerned as the signal is very poor.

For Salhouse to have a totally effective Resilience Scheme, may I suggest consideration be given to inviting specific mobile providers to erect an appropriate station? I am happy to take this further.

Action. Cllr. McCormick to forward letter and addresses to the Clerk to deal with.

Council Tax.

Demands have been issue this week where County and Broadland have frozen the tax for 2012/2013 but shows a 3% increase for the Police Authority.

Environmental Excellence Board.

I attended a Board meeting today and saw a preview of the Low Carbon Norfolk website to be launched.

There will be a Spring Fling on April 12th at the Norfolk Showground where children may learn about food farming and the countryside . All information can be obtained from the Spring Fling Website.

On the Low Carbon Norfolk website there is reference to water conservation and ways to reduce water use and save money as well.

District Cllr B.McGilvray.

Legal Challenge and JCS

Outcome of the legal challenge has indicated that BDC were unlawful in respect of the Environmental Assessment within the North East Growth triangle and submissions now have to be made to correct this situation by the Council which are anticipated will take 12-18 months.

In the meantime the action brought by the Resident's group deserves praise for their time, commitment and funding taking on this issue on behalf of the residents of Wroxham ward.

We await the outcome of the Council submissions in due course and how this will impact on the Joint Core Strategy going forward.

Cllr. McGilvray reported that buses were being withdrawn for evening services. After discussion with resident Mrs. J. Blake he stated that he would enquire further about cuts and forward details to the Clerk.

12/49 Minutes were agreed to be a true report, proposed by Cllr. Taylor and seconded by Cllr. Simpson, signed by Chairman Mr. R. Cooper.

12/50 **CLERKS REPORT.-previous minutes -**
Min 29b - Insurance renewal
Request for new quotation taking into account new proposals.

Phone called received from resident involved in the recent accident at the dip by the entrance to Broad Farm, leading to Broad House, off Bell Lane. Can we notify County Cllr. James Caswell again as he was interested in this accident site. Council agreed.

12/51 CORRESPONDENCE.

- a) **NORWICH TRANSPORT** - Postwick Interchange Exhibition- noted.
- b) **NORWICH & WEST CAB** –Thank you for donation.
- c) **NORFOLK COUNTY COUNCIL** – Alternative Bus Service Posters received and notifications issued where possible.
- d) **BROADS AUTHORITY** – Preparation of Broads Site Specific Policies DPD – Consultation on Broads Draft Site Specific Policies (issues. Options and Preferred Options) Comments by 5th April 5pm please
- e) **H.M REVENUE & CUSTOMS.** RTI (Real Time Information) Notification received starts April 2013.
- f) **SALHOUSE UNITED TRUST.** Memorandum to lease to be signed and returned.
Duly signed by the Chairman and returned to the Clerk to forward.

LATE CORRESPONDENCE

- g) Request from Mr. Henry Cator to hold a public meeting on the 31st March to explain the layout and new plans for the exemption site on Norwich Road, Salhouse. (Affordable Housing)
Council asked the Clerk to inform Mr. Cator, that he was within his rights to call a Public meeting himself and that she would place any posters supplied on the parish notice boards.
- h) **E-mail from Cllr. Rose** regarding condition of the Playing Field, despite best efforts the area has not come up to an acceptable standard .It was decided (by whom) to seek additional advice on the problem and I will be contacting someone for this advice.

Mr. Woolner was informed that a list of the outstanding games is required together with receipts for expenses incurred over the last week These to be forwarded to the Clerk for recording.
Mr. Woolner thought that one of the pitches was playable

- ..
- i) **Resident from Dakenham Close**, confirmed contact with District Councillor Ben McGilvray, about a crossing to access the School or Post Office at Mill Road. Mr. McGilvray was happy to raise the issue with the Council, could the Parish Council make people aware of the issue?
Parish Council is greatly aware of this need and indeed has requested that it be included in future development monies, when they become available.
- j) **David Gibbons, Project Technician** for Mill Road roundabout project, has assured us that no damage will be done to the flower beds or verges, whilst this work is being carried out.
- k) **BDC** e-mailed a copy of all the Queens Jubilee Events as an update, forwarded to all councilors.
- l) **E-mail received from Cllr. Hastings**, suggesting a vote of thanks to Mr. Stephen Heard and his team especially Mrs. Richards and Mr. Williams, for all their hard work in making a stand on behalf of the residents to reveal that this plan had been ruled “unlawful.” Forwarded to all councillors. **Noted**

12/52 ALL SAINTS CHURCH – Salhouse.

Request for donation towards a cost of £750 to clear rubbish pile from the Churchyard.
Council suggested that the Church contact Tree Warden, Mr. Ian Flatters as he has a shredder and could gain access to the pile easier.

12/53 ALL SAINTS CHURCH –Salhouse, FLOWER FESTIVAL representing London 2012 theme.
This was discussed and Cllr. Simpson volunteered to carry out this for the Council.

12/54 FINANCIAL RISK MANAGEMENT- progress report.

Action deferred at present. Clerk reminded Council that training had been promised for a new system and new software to back this up and the time is fast approaching (March 31st) for the change.

12/55 DIAMOND JUBILEE 2012

Report received on the meeting held in Jubilee Hall on 7th March. Listed here as a future reminder. Fifteen members of the community attended the meeting.

A general discussion was held with members of the Fete Committee, Clubs & the public about their plans and any other suggestions for the Parish Council to celebrate the Queens Diamond Jubilee.

Fete Committee:

The Village Fete will be held on 3rd. June and will have lots of bunting to celebrate the Diamond Jubilee along with the Wombles visiting again.

Most clubs in the village are going to have stalls.

Suggestion to have an Olympic games contest with sack races etc. for the children & possibly adults to join in. In the evening there will be a Village Party in the car park and inside Jubilee Hall, with food, music & disco to celebrate the Diamond Jubilee, this is by ticket only.

It was suggested by J. Fielder that any proceeds from the Fete should go to buying a Difibrilator for the Village and kept in the Jubilee Hall, in case of emergencies. This was agreed to be a very good idea. Linda Smith(Fete Chairman) said the main purpose of the fete was for everyone to have an enjoyable day.

All Saints Church:

The Church will having a London Flower Festival to commemorate the Olympic Games & Diamond Jubilee in August and is asking all groups in Salhouse to contribute a flower arrangement depicting some aspect of the Olympics & London.

F.O.S.S.

F.O.SS. are thinking of giving children going to the school a commemorative gift.

Mardle Club:

The Mardle club is holding a 1950's afternoon tea to celebrate the Diamond Jubilee on 28th. July.

Play Group:

The Play Group will be having an indoor Street Party for the children to celebrate the Diamond Jubilee.

Team Salhouse:

Team Salhouse will have a red, white & blue planting scheme throughout the Village to celebrate the Diamond Jubilee

Other Clubs: Other children's Clubs will be having their own Diamond Jubilee activities

Salhouse Primary School:

The children will have Diamond Jubilee day and wear red, white & blue to school.

Salhouse Parish Council:

The Parish Council would like to have a flagpole in the village to celebrate the Diamond Jubilee and all other special occasions. Discussions are ongoing as to whether this should be a permanent or temporary flagpole and the best place to situate it – either outside the Jubilee Hall or at the entrance near the village sign.

Also a tree donated by BDC will be planted in the village. Team Salhouse have offered to plant it and suggested a Rowan tree and to plant it on the bank opposite the P.O. R. Cooper suggested a small fence around it and a plaque similar to surrounding the Diana Memorial tree near Upper Street pond.

R. Cooper also suggested a time capsule could be planted with items from the School, all other Clubs & the P.C.

K. Robbins suggested a commemorative gift be given to all the children of Salhouse from the Parish Council, depending on cost and how to distribute to all the children in Salhouse.

All these suggestions were agreed to be good ideas. They will be discussed and agreed at the next P.C. mtg. in March.

Council agreed to order a white aluminium flagpole, consisting of 5 sections, totaling 6m in height, together with a variety of flags for various occasions. This was agreed to be erected at the Jubilee Hall.

Broadland District Council will donate a Rowan tree, which will be planted in the bank opposite the Post Office, in Lower Street.

The Oak sapling suggested by the Lions Club to go on the green at Upper St. Pond.

Council would also like all the children in Salhouse to have a mug as a memento of this occasion, not happy with the one circulated and will search for a more acceptable one.

12/56 FINANCE

- a) Cheques to the value of £815.86 were agreed for payment. Proposed by Cllr. Taylor and seconded by Cllr Simpson.
- b) Caretakers Contract was agreed subject to dates being charged to April – March. Proposed Cllr. Peck and seconded by Cllr. Hastings. All agreed.
- c) The quotation received from SMP referring to the Wet Pour damage by the Children's roundabout on the Playground was referred to the Playing Field Committee for consideration. Also proposed and seconded by members that the Playing Field Committee would look into the Health and Safety aspects of this.
- d) It was agreed that a sum of approximately £1000 would be earmarked for spending next year for the Diamond Jubilee celebrations. Items were:-

Rowan Tree and installation,
6m aluminium flagpole with assorted flags for special days.
Celebration mugs for the children of Salhouse, subject to finding a suitable design.

Council also agreed to provide in principle the sum of £280 requested by Village Fete Committee for expenses. It was agreed that this would be retained by the Council if the Fete committee were fortunate in obtaining the grants available.

Charges for the Hire of the field would still be chargeable.

Clerk to inform Chair of Fete Committee and enclose official form requesting donation.

12/57 TO RECEIVE COMMITTEE REPORTS.

a) Planning – Read by Cllr. Robbins.

There has been one Planning Committee meetings since the last Parish Council meeting on 15th. February, 2012.

Planning Meeting held on Wednesday 29th. February, 2012 to consider:

P.A. 20120136 – Holly Tree Cottage, 74 Lower Street, Salhouse
For: Erection of Dwelling .

Objections to breaching the thatched boundary wall to erect a 2 storey house not in keeping with the C.A.

P.A. 20101590 – Former Garage Site, Mill Road, Salhouse
For. Revised layout and design to erect 15 dwellings.
No objections to the amended layout & design, however, still have concerns regarding the development being beyond the building line of the surrounding area.

Decisions from Broads Authority.

None

Decisions from BDC website:

P.A. 20111812 – Milestones, Stonehouse Road, Salhouse
Full Approval.

Current Enforcement Notices February, 2012

2008ENF452

Description: erection of garage (casefile)
Location: Thornfield ,2 Lower Street,Salhouse,Norwich,NR13 6RW
Case Officer Mrs P Whitton
Enf; Priority CATEGORY D
06/10/2008
Received Date
Actions

2008ENF415

Description: erection of gates over 1m high (casefile)
Location: Thornfield,2 Lower Street,Salhouse,Norwich,NR13 6RW
Case Officer Mrs P Whitton
Enf: Priority CATEGORY D
16/09/2008
Received Date
Actions

2011ENF199

Description: Storage container - condition check
Location: Football pavilion Thieves Lane, Salhouse, Norwich, NR13 6RQ
Case Officer Mrs P Whitton
13/05/2011
Received Date
Actions

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. 19/12/2011 email to Parish Council.

2012ENF058

Description: Unauthorised works to trees in conservation area
Location: The Pines, 6A Mill Road, Salhouse, Norwich, NR13 6QA
Case Officer Mr M Symonds
Enf: Priority CATEGORY A
23/02/2012
Received Date
Actions

Actions 23/02/2012 - case opened, acknowledgement sent

ENFORCEMENT CASES CLOSED FEBRUARY 2012

2011ENF426

Description: Unauthorised felling of trees within a Conservation Area
Location: High Beech, 62 Lower Street, Salhouse, Norwich, NR13 6RB
Actions 20/9/11 Complaint received
21/9/11 Site visit - several trees have been felled without notification. Owners recently moved in & said not aware of need to notify council 22/ 9/11 Complaint acknowledged.
Resolved Informally 16/02/2012 Replacement trees have been planted.

2011ENF309

Description: Pipe inserted in drainage ditch not as per plans / outstanding conditions applied to pp 20100830
Location: Millwood, 6 Mill Road, Salhouse, Norwich, NR13 6QA
Actions complaint received about ditch being filled - no conditions on pp 20100830 regarding ditch - details basic re filling although the filling of the ditch has been accepted.

Site visit - entry on site not achieved 22/07 discussion with case officer 25/07
Letter to agent requesting info. 25/07 response from agent - no longer representing developer.
Tel: call with developer - confirmed ditch backfilled in accordance with approved plans.
4/10/11 new access created - old access not yet stopped up, property unoccupied, tree protection
in place, building in accordance with plans. further discussion with planning officer - matter
referred to councils ecologist. 8/11/11 site visit - site occupied (?) access not closed - roadway not made up.
14/11/11 ecologist visited site to assess effect of drainage on nearby ponds.
24/11/2011 letter in from complainant to head of planning 06/12/2011 letter to developer regarding
outstanding conditions 19/12/2011 letter to complainant from head of service.
20/01/2012 tel Resolved Informally 28/02/2012.
Conditions regarding the creation of the new access the blocking up of old access & provision of parking &
turning areas in accordance with the approved details all complied with.

**A letter has been written to BDC C.A. Planning Officers to advise them that the retaining wall, hedge
& tree have been demolished at 90 Lower Street, in the C.A.
without planning permission.**

b) **Playing Field – Read by Cllr. Rose.**

At our last Playing Field Committee Meeting on 27th February 2012, the Committee discussed again the
provision of equipment at the playing field. This will be reliant on being able to obtain grants for any
additional equipment. It was therefore suggested that the two firms, who had provided us with extensive
brochures be contacted as they would also give advice as to grants.

Cllr Jefford has also updated the budget report and completed a draft of Paul Green's new contract, for
approval.

At the last meeting, the report made reference to the gaps in the hedging at Thieves Lane. As reported at the
time, Ian Roofe was contacted and he gave a verbal quote (which I understand the Clerk should now have in
writing) and has said he will carry out this work within the next 2 weeks.

With regard to the play area garden, this will need to be planted again this year. This was discussed and
Committee agreed that a wildflower garden should be planted this year to encourage bees, butterflies etc.
The Committee asks the Council to agree a sum of up to £30. This would include for perennial plants as
well as annual wildflowers so that the season of flowering is extended.

We also discussed the upcoming renewal of the Football Club contract and the Playing Field Committee
would like to suggest that it takes over the responsibility for drawing up a new Contract for the approval of
the Parish Council.

Parish Council agreed that the Playing Field Committee should draw up the new Contract for the Football
Club and also agreed to the spending of up to £30 for planting of a wild flower garden in the Children's
play area.

e) **Footpaths** – nothing further to discuss.

d.) **Risk Assessment.** – Not required this month.

12/58 JUBILEE HALL.

Following requests by the Parish Council, Mrs. Shorten has furnished us with the names of the Village Hall
Trustees and the Salhouse Parish Council is a Custodian Trustee. Next meeting for Village Hall Committee is
Tuesday 24th April 5.30pm. Clerk to request from Charity Commission copies of the official paperwork.

12/59 EMERGENCY RESPONSE

Cllr McCormick reported that this has been dealt with in Public Participation by District Cllr. S. Buckle.

12/60 DRAINAGE, MILL ROAD POND.

Only one reply at present. Clerk requested to remind the recipients of our letter that to date we have only had
one reply.

Copies of letters to District Cllr. Steve Buckle, from Anglian Water and Environment Department, were read to
the members.

12/61 TREES, MILL ROAD, SALHOUSE.

Ann Crottie away at moment. Further investigation revealed that they have to place an order with Highways, which I now understand has been done.

12/62. DIRECTIONAL SIGNAGE FROM SALHOUSE BROAD & BROWN TOURIST SIGNS ETC.

Information forwarded to Highways – Ref: 305518 .

E-mail received from Highways, stating that they had looked at the provision of finger post signs to Salhouse Broad at the suggested sites (Lower Street, Fur and Feather and Stonehouse Road) and agree in principle that signs could be provided, but they will have to be funded by the Broads Authority or Salhouse Parish Council. Clerk to enquire of Broads Authority and also obtain prices from Highways.

12/63 NEIGHBOURHOOD PLAN.

Report received on Neighbourhood Plan, Working Party meeting held .on 5th March, contained herewith for residents information.

Councillors present: R. Cooper, C.McCormick, S. Piper, N. Taylor, P. Jefford, S. Simpson & K. Robbins.

N. Taylor produced a draft budget based on the Strumpshaw P.C's budget which has been granted by BDC and the Parish Plan budget for discussion.

It was agreed that the costs should be increased slightly in case there was any shortfall during the consultation period, which would mean having to apply for more funds from BDC.

A time-line is also needed to be submitted with the budget application.

After discussion a draft time-line was drawn up and it was agreed that N. Taylor would prepare the time-line and budget and submit to BDC in time for their next Cabinet meeting for approval and report to the P.C. on Wed. 14th. March.

It was agreed that after the BDC N.P. training sessions finish in April, the first step in the time-line is to have a meeting with all P.C. councillors to discuss composition of a Steering Committee and appoint a Chairman. Following the establishment of the Steering Committee members would be sought from the "general public" to become involved. It might be worth considering who should be invited to join in advance. The suggested date for this meeting is Wednesday 23rd. May, 2012.

At the first session of the BDC N.P. Training course a task was given to participants of each Parish Council to conduct a survey by asking parishioners 3 simple questions report back with analysis of the responses at the next training session. The 3 simple questions are:

1. What do you think of Salhouse?
2. What don't you like about Salhouse?
3. What should we do about it?

It was agreed that the Post Office would be a good place to speak to parishioners. S. Simpson & S. Piper will be outside the P.O from 8am to 10am, K. Robbins & N. Taylor from 10am to 12pm on Saturday 10th. March, 2012.

12/64 EXHIBITIONS RE: NORTHERN DISTRIBUTOR ROUTE.

Dates available, distributed to all and placed on Notice boards.

12/65 JOINT CORE STRATEGY.

Withdrawn from the Agenda.

12/66 COUNCILLORS INPUT

Speedwatch reported that the VAS signed had been fixed at Bell Lane and would be operational in a few weeks.

Councillors invited to attend the NDR meeting being held at BDC on the 22nd April 2012.

Cllr. Hastings reported that he had to act as an arbitrator between two vehicles on Thieves Lane as neither would give way. Suggestion that signs are looked at and when the opportunity arrives we arranged for better positioning of same.

Cllr. Hastings also stated that he was happy to give a film show of talk on Diamond Lil (Liberator flown in the 2nd world war) if the council would like this. Council happy to agree this and asked for a date to be made known when the event was taking place.

- 12/67. PARKED ITEMS** (on-going items, awaiting response)
ALLOTMENTS
BI- MONTHLY NEWSLETTER – Footways, Dog Fouling.
CONTAINERS – RECREATION GROUND

- 12/68. DATE OF NEXT PARISH COUNCIL MEETING.**
Date of next meeting will be 11th April 2012.

Chairman closed the meeting at 10.20pm and wished everyone goodnight.