

## **SALHOUSE PARISH COUNCIL**

**Minutes of Salhouse Parish Council meeting held in the Salhouse V.C. Primary School on 26<sup>th</sup> November 2012 at 7.30pm.**

### **12/202 WELCOME AND HOUSEKEEPING.**

Chairman welcomed all to the meeting and informed them of the Fire exits and other facts should they be required

### **12/203 PRESENT**

Cllr. C. Dady (Chairman) Cllrs: McCormack, Taylor, Heard, Blow and Kirby.

### **12/204 APOLOGIES FOR ABSENCE**

Verbal apologies received from Cllr. Nick Ball, which were considered and accepted by Council.

**12/205 DECLARATION OF INTERESTS** (Agenda items only) –Members are invited to declare a personal, prejudicial or pecuniary Interest in items on the Agenda, requirement of Parish Council Model Code of Conduct Order 2008 s8 Form, revised 1<sup>st</sup> July 2012 and Localism Act. There were no declarations of interest.

### **12/206 CHAIRMAN'S REPORT.**

You will see some new faces this evening, and a very warm welcome to the new councillors; Shirley Blow, Nick Balls and Geoff Kirby. I would also like to formally welcome Stephen Heard, and thank both Nick Taylor and Colin McCormick who continue as councillors and have been an invaluable link as we all get up to speed.

I wanted to use this opportunity to thank all the councillors who have recently left the parish council for their hard work over the years. Much has been achieved and I hope we can continue to represent the village in a way that continues their work, and helps improve all the wonderful things we already have. Thank you as well to our clerk, Daphne, who has patiently worked to ensure the process has been as smooth as possible.

Of course we are likely to see change, some outside our own control, but we will strive to make the strongest case we can for the village. Our response to the Joint Core Strategy is on the website, and if you cannot access this please let our clerk know so we can make sure a copy is available for you to see. We await events.

There are some important issues on the agenda. Particularly at this meeting we will be looking at how we communicate with the village, and how parishioners in turn contact us. I can for see that this will be a continuing process of improvement, and I hope we will be able to agree some measures this meeting that can be introduced over the next couple of months. To get feedback on how we are doing, and suggestions for improvements, will be actively sought and welcomed.

The parish council still has 4 councillor vacancies, and we will be asking for volunteers to join us to help ensure we are soon back to full strength. If you know anyone who may be willing to consider joining us, please encourage them to come to the next meeting to see how we work.

**12/207 MINUTES OF MEETING 8.10.2012**

Minutes of 8<sup>th</sup> October 2012 were agreed as a correct record, proposed by Cllr. Taylor seconded by Cllr. Heard and duly signed by the Chairman.

**12/208 PUBLIC PARTICIPATION**

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

***Standing Orders suspended***

Mr. S.Piper stated that he supported the letter that Ms P. Gallenders has forwarded and that the blog site mentioned should be withdrawn.

Mrs. J. Blake reported that **Team Salhouse** and PCSO Bob Hall cleaned graffiti at the Thieves Lane bus shelter and the cut through to Heron Close on the 10<sup>th</sup> October.

Flower beds were prepared on the 29<sup>th</sup> October and planted out with Violas and Pansies on 3<sup>rd</sup> November.

Litter picking was carried out throughout October and November.

**Speedwatch** report was as follows\;-

24<sup>th</sup> October, Norwich Road, 4 offenders including one at 84mph.

5<sup>th</sup> November, Station road, 2 offenders.

11<sup>th</sup> November, Lower Street, no offenders.

Ms.P. Gallenders suggested that it was not appropriate that councillors mentioned on the Blog site included councillors remaining on the Salhouse Parish Council and it questioned their integrity and the comments should be removed.

Mr. R. Cooper suggested the name of “Ron Fielder” as appropriate for a name on the Old Garage Site. This was accepted to be added to others that may be received.

***Resume Standing Orders.***

**12/209 APPOINTMENTS FOR COUNCILLORS.**

**209a Parish Council Vice Chairman.**

Councillor S. Heard was proposed by Cllr. C. Dady and agreed to be Vice Chairman .

**209b Representative for Salhouse United Charities Trust**

Cllr. G.Kirby volunteered to accept this position.

**209c Representative for Salhouse Jubilee Hall meetings.**

Cllr. G. Kirby was also willing to be the Councils representative.

**209d Appoint an advisory Committee or not**

An advisory Committee would be selected as and when required.

**209e Appoint a Conduct Committee or not**

As above.

209f **Appoint a Planning Committee or not**  
Cllr. McCormick volunteered to formulate any replies needed for planning applications and to accept the position of Planning Chairman.  
It was agreed that where possible Planning Applications would be discussed with the Parish Council meetings, or before same meetings. Separate meetings would only be called when it was impossible to do otherwise or for major consultations.  
All Council members would be on the Planning Committee.

209g **Re-affirm C.McCormicks position of Finance Chairman**  
Cllr. McCormicks request to pass this position to Cllr. Taylor was accepted by all.

209h **Re-affirm N. Taylor as Footpath representative.**  
Cllr. Taylor agreed to continue to walk the footpaths.

209i **Re-affirm Mrs. Pauline James as External/Internal Auditor.**  
Council agreed to continue with Mrs. Pauline James.

209j **Re-affirm Cllr. McCormick as Internal Auditor.**  
Cllr. McCormick will continue in this position.

#### 12/210 **NEIGHBOURHOOD PLAN**

Current situation was explained by Cllr Taylor to new members. It was agreed that the Clerk would contact other Clerks for information and Cllr. Taylor would ensure that new councillors had the necessary paperwork to study. To be placed on a forward agenda for the New year.

#### 12/211 **CORRESPONDENCE.**

211a **H.M.REVENUE AND CUSTOMS** – Getting your business ready for PAYE Real Time Information.(RTI) Information only.

211b **PRECEPTS** - request from BDC to hold precepts if possible until regulations have been received.

Council agreed no commitment at this point, they would see what further information is received but carry on with setting the Budget as normal.

211c **NORFOLK COUNTY COUNCIL** – Change of Highway Engineer looking after our Parish. Information only.

211d **NORFOLK POLICE AUTHORITY** – Notification of Consultation by Police and Crime Commissioner (PCC) for Norfolk on 2013/2014 Precept (Council Tax) proposal. Tuesday 18<sup>th</sup> December, starting at 11am to 12.30pm.Falconers Chase, Wymondham.  
Information only

211e **LLOYDS TSB** – Confirmation received in writing 16<sup>th</sup> November, of signature acceptance. Information only

#### 12/212 **NPTP -Training reports.**

Reports would be produced for filing as reference papers.

**12/213 PLANNING.**

P.A. 20121421 – Willow Tree at Upper Pond – No objection from Broadland District Council. Council very pleased that this has been attended to as we have strong winds at present.

**12/214 RISK ASSESSMENT**

-To receive report. Not required until January 2013.

**12/215 FOOTPATHS**

Cllr. Taylor reported that he had walked footpath No.14 and had that afternoon gone to check the fallen tree which was in the field by the barriers in a precarious position. Clerk was asked to ascertain the owners and ask for removal.

215a **Norfolk County Council** – From the Cabinet Member for Environment and Waste. Current update on the way NCC are going to deal with matters, copied to all.

**12/216 MEETING DATES**

216a **To agree Parish Council meeting dates as presented.**

Dates, times and places were accepted by Council with the exception of the Parish Meeting which traditionally is held at Jubilee Hall.

216b **To agree a date for the Budget meeting.** RFO, Chairman, Cllrs Taylor and McCormick. Cllr. Taylor to agree this date with the Clerk.

216c **To agree a date for Clerks assessment.**  
Clerk to inform the Chairman when convenient.

216d **Agree 14<sup>th</sup> January 9.30am for Internal Audit.**  
Cllr. McCormick would note this date.

**12/217 CONSULTATIONS**

Broads Authority – Comment on Proposed planning policies for sites and areas that need special treatment Replies by 13th December 2012 .CD in circulation.  
Clerk to reply that the Council had no concerns or interests.

**12/218 DISPENSATIONS.**

Dispensations form were received from all present and it was agreed by the Clerk (as Proper Officer) that this was necessary as councillors owned property in the Parish.

**12/219 POST OFFICE AND SORTING OFFICE.**

For many months rumors had been circulating around the village about the Post Office Closure. Until confirmation is received that P.C can do nothing except speculate. It is common knowledge that the sorting office are looking for other premises locally. Chairman Cllr. Dady agreed to speak to the owner to confirm these rumors.

**12/220 FINANCE**

a) Agree donation for British Legion.

b) A donation was agreed of £75.00 as two wreaths were delivered, accepted and placed at the War memorial.

- c) Donation requests from, Vitalise, Norfolk & Suffolk 4 x 4 response, Magpas (Emergency Medical Charity), Nourishing Norfolk Together (H.Cator) and Homewatch. These will be considered after the Budget meeting and placed on the January forward agenda.
- d) Norse Contract figures received for 2013 Season – Under Contract year 4 of 5. Information only.
- e) **agree cheques for payment.**  
Cheques valued at £1934.21 were proposed for payment by Cllr.N.Taylor, agreed by all.
- f) **agree balances**  
Statement Balances were agreed and signed by the Chairman.

**12/221 AON INSURANCE CONTRACT AT RECYCLING BANKS AT RECREATION GROUND, SALHOUSE AND FIDELITY AGREEMENT.**

Has answer been received from AON?

There has not been as reply from AON and Clerk requested to remind them.

**12/222 JUBILEE HALL.**

No further information received from Management Committee. Enquire before meeting.

Chairman reported that in the Saga it was stated that three people had come forward to stand as Trustees.

**12/226 REMEMBRANCE SERVICE.**

Chairman had laid the wreath and reported that it was a well attended service.

**12/227 FLAGPOLE.**

Siting of Flagpole at Village Hall, taking no action.

**12/228 SALHOUSE FETE.**

Taking no action as not a Parish Council matter.

**12/229 CHRISTMAS FAYRE AT JUBILEE HALL.**

Decision that it was possibly too late now to organise a stall for the Parish Council.

**12/230 THANK YOU'S**

How should we record thanks for the help that is volunteered by many in the Village.

Cllr. Dady would prepare a standard letter.

**12/231 TYRE MOUNTAIN AT STATION ROAD/ RACKHEATH.**

Letter to Mr. Dady copied to councilors.

Council agreed that they would support this problem and Chairman would continue to contact the Environment Agency.

**12/232 CHAIRMAN'S LETTERS.**

Approve Clerk forwarding these letters to outside bodies- Approved.

**12/233 COUNCILLORS INPUT** Any other relevant matters

Chairman would like to nominate areas of responsibility, will decide at a later date.

Household waste was reported on Stonehouse Road. Clerk to contact the relevant authorities..

**12/234 DATE OF NEXT PARISH COUNCIL MEETING.**

Date of next meeting will be 10<sup>th</sup> December 2012

**12/235 PARKED ITEMS** (on-going items, awaiting response)

ALLOTMENTS

DRAINAGE – MILL ROAD

HALL DRIVE PONDS

TREES – MILL ROAD

DIRECTIONAL SIGNAGE.

BDC – AWAITING REPLY FROM BARBARA HORNBROOK RE- CHANGE OF  
NAMES TO LISTED HOUSES IN VILLAGE