

SALHOUSE PARISH COUNCIL

At the meeting of the Parish Council held in the Jubilee Hall, Lower Street, Salhouse at 7.30 p.m. on 5th July 2011, the following members were present:-

Mr R Cooper – Chairman
Mrs K Robbins – Vice Chairman
Mrs J Rose Mr T Moralee
Mrs S Simpson Mr S Piper

In Attendance:-
District Councillor – Steve Buckle
Mrs P James – Locum Clerk
Five residents

Before the start of the meeting Mr Piper signed a declaration of acceptance of office and agreement to abide by the Code of Conduct.

2. APOLOGIES FOR ABSENCE

Mr D Hastings Mr N Taylor
Mr C McCormick Mr P Peck
County Councillor James Carswell
PCSO Bob Hall

3. DECLARATIONS OF INTEREST

Mr Cooper declared a personal interest in Salhouse United and the playing field.

4. CHAIRMAN'S REPORT

Mr Cooper reported on recent vandalism in the village. He suggested that the Parish Council should investigate additional facilities for young people. He also reported on a very successful fête on 5th June, which had encouraged an excellent community spirit.

5. CORRESPONDENCE

- 5.1 Norfolk County Council sent notification of the consultation on the planning application for a power and recycling centre at Kings Lynn. Correspondence was also received from the Norfolk Waste Research Group requesting that parish councils object to the proposal. This correspondence was noted.
- 5.2 The internal auditor, Pauline James, sent her report on the year ended 31st March 2011; it is recommended that the financial standing orders, last reviewed in 2006, be reviewed annually. The councillors confirmed that the financial standing orders would be reviewed shortly.
- 5.3 East Anglia's Children's Hospices sent a letter of thanks for the recent donation of £25.
- 5.4 Norfolk Celebrates Age sent listings of possible grants available to parish councils.

- 5.5 Salhouse All Saints Church sent a letter of thanks for the recent donation.
- 5.6 A letter was received from Richard Williams who declined the invitation to join the Council's advisory committee on planning policy consultations.
- 5.7 The Broads Authority sent notice of the adoption of its Broads Plan 2011, which is a strategic management plan for the Broads, setting out long-term aims and short-term objectives. (Mr Piper declared a personal interest in the Broads Authority as he works as a volunteer for the Authority.)

The BA also sent notification that the Inspector has been appointed for the Development Management Policies Development Plan Documents; the inspection will start on 12th July.

The Council was asked to confirm whether someone will be attending the oral Examination or if it is happy for the previous, written, representation to be considered. Mr Cooper offered to read through the documentation.

- 5.8 Norfolk County Council sent a copy of its Minerals and Waste Specific Allocations Development Plan Documents.
- 5.9 Councillors were invited to attend the AGM of the North Norfolk Citizens Advice Bureau on 7th July.
- 5.10 An invitation was received to the AGM of the Norfolk Playing Fields Association on 18th July. Mr Cooper offered to attend if he was in the area at the time of the meeting.
- 5.11 The Norfolk Association of Local Councils invited the nomination of officers for its committee. Councils are also encouraged to submit resolutions for debate at the AGM on 1st October. No issue was proposed.
- 5.12 Councillors were invited to attend a Community Resilience Workshop in Thorpe St Andrew on 27th July, organised by the Norfolk Association of Local Councils. This will be followed by a Summer Picnic and Sustainability Event.
- 5.13 Confirmation was received that the RoSPA inspection of the play area was programmed to be carried out during June. The report has not yet been received.
- 5.14 Details have been received of the Green Community Challenge at UEA on 16th July.
- 5.15 The Police sent a crime summary for the local area, with two crimes listed in the Salhouse area. Mrs Rose sent PCSO Bob Hall details of some recent vandalism at the bus shelter on Thieves Lane and at the Playing Field.
- 5.16 Great and Little Plumstead Parish Council has asked parish councils to object to the resubmission of plans for the Postwick Hub and Broadland Gate Business Park. There were no further details on the Broadland District Council website. Mr Cooper took the paperwork to investigate the issue further.

- 5.17 Community groups are invited to attend an event on local action for biodiversity on 9th July at Kings Lynn.
- 5.18 The Norfolk Rural Community Council sent details of the application process for the Pride in Norfolk awards.

6. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 1st June 2011 were discussed. Several amendments were proposed so it was agreed to consider the revised minutes at the next meeting.

7. CLERK'S REPORT

- 7.1 Questions on the proposed storage container have been passed to the playing fields committee to confirm.
- 7.2 A meeting of the Parish Council was arranged for 5th July, owing to the timing of some issues, and Pauline James was asked to act as locum clerk for the meeting.
- 7.3 BDC sent some information on planning enforcement issues in the village.
- 7.4 Some correspondence concerning hedge cutting was reported.

8. EXPENDITURE

Cheques presented for payment:

	£
1436 Secret Gardens – church grasscutting for May	50.00
1437 Creative Image Management – signs	60.00
1438 Cancelled	
1439 Anglian Water – recreation ground	20.99
1440 Wroxham PC – 1/3 rd phone charges to 11/06	37.36
1441 Pauline James – internal audit fee	77.00
1442 Mr C McCormick – mileage expenses	26.10
1443 Mr J Waxham – church expenses	34.69
1444 D Wyatt – clerk's salary incl. tax refund	472.78
1445 D Wyatt – clerk's expenses to 13 th July	<u>99.90</u>
	<u>878.82</u>

Receipts:

Salhouse Fête	60.00
Salhouse Rovers	146.09
Bank interest	0.12
Bank interest	<u>0.45</u>
	<u>206.66</u>

Bank Balances:

Community Account as at 26.05.11	25,683.93
Reserve Account as at 09.05.11	11,738.31
Instant Access A/c Playing Field as at 09.05.11	<u>3,208.13</u>
Total balances	<u>40,630.37</u>

Investment Bond – Charity Account 48,342.37

The above payments were approved. Mr Cooper reviewed the bank statements and confirmed the financial report balances.

9. COMMITTEE REPORTS

9.1 Planning

The **Planning Committee** meeting held on 15th June 2011 considered:

P.A. 20110705 – **8 Mill Road, Salhouse**, Replace Extant Planning Permission PP 20080989, Dwelling & Garage. **NO OBJECTIONS**

B.A.2011/0042/FUL – **Salhouse Broad, Lower Street, Salhouse**, New Boardwalk adjacent to Salhouse Broad & Storage shed for shelter & tourism information. **NO OBJECTIONS**

Decisions from Broadland District Council:

PA 20110647- Four Winds, 144 Lower Street, Salhouse **FULL APPROVAL**

PA 20110705 – 8 Mill Road, Salhouse **FULL APPROVAL**

PA 20110541 - The Lodge, Vicarage Road **FULL APPROVAL**

Decisions from Broads Authority:

BA2011/0157/NEIGHB – Four Winds, 144 Lower Street, Salhouse **NO OBJECTION**

Enforcement Notices for June 2011.

None received as yet.

9.2 Playing Field:

A site meeting will be arranged with SMP Ltd to agree the work on the faults at the play area.

It was proposed and agreed to spend funds from the budget to purchase two basketball hoops at a cost of £376, plus approximately £140 for fitting. The siting of the hoops will be agreed with the football club.

The football club have offered to secure two goalposts so that these can be used safely by residents.

The committee requested that the councillors give some consideration to short and long-term planning for the playing field.

10. EMERGENCY RESPONSE PLAN

Councillor McCormick sent a report; seven residents have offered to help with an emergency response plan. A meeting will be arranged to move the project forward. It was agreed to place this on the agenda for the next meeting

11. CO-OPTION OF A NEW COUNCILLOR

The meeting was closed to the public whilst an application from Mr Peter Jefford was considered. It was agreed unanimously to co-opt Mr Jefford onto the Council with immediate effect.

The public was invited back into the meeting and Mr Jefford was welcomed onto the Council. He signed a declaration of acceptance of office and agreement to abide by the Council's Code of Conduct.

12. BEYOND GREEN DEVELOPMENTS IN BROADLAND

Beyond Green Developments is working with a consortium of landowners including the Beeston Estate and Norfolk County Council to bring forward proposals for the development of a sustainable new community on land in Broadland district on the northern edge of Norwich. The area is part of the Old Catton, Sprowston, Rackheath and Thorpe St Andrew Growth Triangle. Mr Piper gave a report of the workshops that he attended; one had been on ideas for energy and waste reduction, including a proposal for different rates for different scales of energy usage. There was also some emphasis on the collection, storage and re-use of "grey" water. One disadvantage of the site would be that there would not be a rail-link.

13. BROADLAND DISTRICT COUNCIL BRIEFING SESSIONS

Mr Cooper gave a report on two sessions attended so far, on the localism bill and on community engagement. Councillors will also be attending the sessions on 6th and 20th July.

14. RESPONSE TO REQUEST FROM SNUB

At the previous meeting, the Chairman of Stop Norwich Urbanisation (SNUB) had asked if the Parish Council would support SNUB's legal challenge to the Joint Core Strategy.

The councillors agreed that they had responded to several rounds of consultation on the Strategy previously and had accepted the outcome that the village would be allocated 10 – 20 houses over the next 20 years, together with a possible further 30 – 50 houses as overspill from the Norwich Policy Area.

The councillors therefore agreed that it was not appropriate to support the legal challenge.

15. CHAIRMAN'S REQUEST RE CORRESPONDENCE

This item was moved to the end of the meeting.

16. CHANGE OF MEETING DATES

The next meeting was arranged for Wednesday, 3rd August. Dates for future meetings would be agreed at a later meeting.

17. RISK MANAGEMENT

Mr Taylor sent a report that the financial risk assessment had been drafted. A contingency plan will need to be drawn up to deal with the possibility of the clerk's illness or with the loss of records. It was agreed to form a working party to consider this.

18. MINUTES OF THE ANNUAL PARISH MEETING

The draft minutes of the Annual Parish Meeting were not ready in time for the copy date for the parish magazine.

19. COUNCILLORS' INPUT

- 19.1 The councillors thanked Team Salhouse for the maintenance of the flower beds and tubs.
- 19.2 It was reported that two overhanging hedges in the village have been cut back.
- 19.3 There was concern about the safety of pedestrians walking to Woodbastwick from Salhouse Broad. Mrs James was able to say that Woodbastwick Parish Council has previously attempted, unsuccessfully, to obtain permission for a footpath inside the adjacent fields, but had to compromise by paying for additional cuts of the roadside verge. This will be raised with Woodbastwick Parish Council at the forthcoming meeting.
- 19.4 It was reported that a fence in Thieves Lane was damaged by a road traffic accident.

Standing orders were suspended

20. PUBLIC PARTICIPATION

- 20.1 District Councillor Steve Buckle offered to contact Broadland District Council for assistance with the safety issue for pedestrians walking to Woodbastwick. He reported that he too had attended the Beyond Green Developments workshops and had been impressed, but agreed that it was very early days for the project. He encouraged councillors and residents to view the Joint Core Strategy in a positive light and to consider the possibilities for the future. He will raise speeding on B1140 with County Councillor James Carswell, as well as the campaign for a footway at Station Road so that people can safely access the bus shelter on the main road. Mr Buckle was thanked for attending and he left the meeting at this point. See also Appendix 1.
- 20.2 **Team Salhouse** gave a report:
The maintenance of the flower beds and tubs has continued. Norfolk County Council has cut the grass verges and this will be monitored. Members have carried out litter picks. An additional litter pick is planned for 9th July. One new volunteer was recruited at the village fête.
- 20.3 Ms Gallanders raised the subject of allotments for the village. She highlighted the fact that many other nearby parishes were looking at this issue as, in the present economic climate, many people were being forced to look at growing their own produce. The Parish Plan had elicited 42 interested responses in the questionnaire. She asked whether any of the remaining land owned by United Charities could be acquired by the Parish Council for allotments if enough interest could be verified.
Noted.

Resume Standing Orders.

21. STAFFING MATTERS

This item was moved to the end of the meeting.

22. DIRECTIONAL SIGNAGE FROM SALHOUSE BROAD (parked)

23. DATE OF NEXT MEETING

The next meeting of the Parish Council will be held at Jubilee Hall at 7.30 p.m. on Wednesday, 3rd August 2011.

At this point, the meeting was closed to the public.

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Confidential

15. CORRESPONDENCE WITH MR HEARD

After some discussion it was agreed that the locum clerk should be asked to draft a brief reply to Mr Heard explaining that the Council regretted any misunderstanding and thanking Mr Heard for expressing an interest in being co-opted onto the Council.

21. STAFFING MATTERS

It was agreed that, following recent events, the chair and vice-chair would meet with the clerk during the week commencing 25th July to discuss progress and working practices, and to offer support.

There being no further business the meeting was closed at 9.50 p.m.

Signed:.....

Dated:

Appendix 1. – From District Councillor Steve Buckle.

I attended the Beyond Green seminars regarding the future development of the Growth Triangle specifically the one centred on Transportation.

I found the meeting professional structured and innovative.

The in depth planning should be acknowledged by all residents how it will be best used for future house building and the concerns regarding resources for residents of all ages and jobs and their life style.

It is important to remember that houses will not be built without the correct procedures and carefully monitored so all best practice is acknowledged.

I drew to the members present the need of accepting the JCS as especially in the South Norfolk Council area, Long Stratton can only be by-passed by welcoming the JCS and co-operating with house builders to develop new properties and fund the cost of the by pass.