

SALHOUSE PARISH COUNCIL

Minutes of the Parish Council Meeting held at Salhouse Jubilee Hall on Monday, June 6th 2016 at 7.30pm.

Present: Cllr. C. McCormick (Chairman)
Cllr. M.Murrell
Cllr. M. Thrower
Cllr. F. Whymark
Cllr. N. Ball
Cllr. Tapp

Officer: Mrs. D.R.Wyatt – Clerk

Visitors in Attendance: Nine members of the public.

2016

106 APOLOGIES RESIGNATIONS CO-OPTIONS AND ELECTIONS.

106.1. To elect the Chair of the Council and complete acceptance of Office.

Cllr. V. Tapp was elected as Chairman (Proposed by Cllr. Thrower and seconded by Cllr. Murrell.
The Acceptance of Office was duly completed and Chairman Tapp took his seat.

106.2 To receive Councillors acceptance of office and any adjustments to their Registers of Interests.
There were no changes declared.

106.3 To elect Vice-Chairman.

Cllr M.Murrell was elected as Vice Chair to the Council. Proposed by Cllr. Wymark and seconded by Cllr. Thrower.

106.4 To receive and accept resignation from Cllr. Constantine with immediate effect.

107 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 declared.

108 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:-

Finance Chairman – Cllr. Murrell – acceptance confirmed.

Council Internal Scrutineer – acceptance Cllr. F.Whyamark, confirmed.
First meeting arranged for July 1st 9.am at Parish Office.

External Auditor – Mrs. Pauline James, initially declined, ask again in November.

109 MINUTES OF PREVIOUS MEETING.

To confirm and agree the minutes of the Parish Council meeting of 9th May 2016

FINANCIAL MATTERS - Minute 91 Cllr. Whymark reported that item omitted, regarding transfer of Parish monies to safeguard the cover of only £75.000. This was not on the agenda but a motion was tabled and resolution passed for this to be added.

VODAFONE - Minute 95. Cllr. Whymark queried the date of commencement of payment contract to residents for Vodafone as he had suggested April.

After discussion it was agreed that the Clerks calculation of commencement was correct.

LEASE EXTENSION FOR RECREATION GROUND. -Minute 98 Cllr. Whymark had requested formally that a letter was forwarded to SUCT requesting a 999 year lease.
To be added to make minute clearer.

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

There was no Chairman's report.

111 PUBLIC PARTICIPATION (Standing Orders suspended)

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

111.1 To receive a report from County Councillor Tom Garrod.

No report received.

111.2 To receive report from District Councillors Whymark & Tapp

No report received.

111.3 Public submission /questions relating to local issues, matters discussed were:

- State of new re-surfacing at Mill Road and the fact that despite being informed, white lining was carried out within 48 hrs.
- Communications Mast – Tracey Oxe – Expressing the views of occupants she had canvassed, 22 of which had expressed the view of a different position for the mast. Clerk had received one complaint and the Chairman had received 1 for and 1 against.
- Raw Sewerage coming up from the drains again. Chairman asked for the resident to speak with him after the meeting, in his capacity of District Councillor.

Resume Standing Orders.

112 FINANCIAL MATTERS.

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

112.2 Cheque payments , in the sum of £23,753.95 were proposed by Cllr. Murrell and seconded by Cllr. Ball

112.3 Monthly balances as per ledger figures were agreed. Proposed by Cllr. Murrell and seconded by Cllr. Ball.

112.4 Statement balances as declared on cheque list were agreed, proposed by Cllr. Murrell and seconded by Cllr. Ball.

112.4a A short review of the Internal Control for the accounts was carried out and agreement to do a fuller review shortly.

112.5 To agree Schedule 1 of Annual Return for Local Councils in England – 2015/2016.

Schedule 1 as above, was completed by the Chairman and unanimously agreed, and duly signed by the Chairman

112.6 To agree Schedule 2 of Annual Return for Local Councils in England 2015/2016

Schedule 2 as above was unanimously agreed by all and duly signed by Chairman Cllr. V.Tapp.

112.7 Confirmation of Certificate of Interest paid as requested from Lloyds Bank, will now be forwarded to H.M.R.C.

Unnecessary item.

112.8 Information only. Confirmation received from Lloyds Bank that cheques number 01881 & 01753 have not gone through our account

Unnecessary item.

113 NEIGHBOURHOOD PLAN.

113.1 Report received from Chairman of Neighbourhood Plan.(Copied to all)

No discussion.

114 BELL LANE & B1140.

To confirm reply to John Birchall (NDR) in response to e-mail received on 29th March 2016.

(Copies forwarded to all by Chairman for approval by e-mail).

No discussion.

115. CORRESPONDENCE – Information only.

115.1 Letter from Greater Norwich Local Plan – Commencement of “Call for Sites” process.

Participation had to be replied to by June 2nd.

115.2 New number for property at rear of 20, Lower Street, to be known as 14, Topcliffe Avenue.

BDC notification that Normans Farm, Stonehouse Rd is in Salhouse, not Wroxham.

115.3 NPFA (Norfolk Playing Fields Association) Advance notice of Conference 27th October 2016
“Towards a Fitter Norfolk” at Easton College.

115.4 Updated catalogue from Hags (Hultgien-Andersson-Gustavsson) containing offers available until 31st.

115.5 E-mail (copy) received from Mrs. J. Rose to Justin-le-May re Village shops and Cheyney Ave, parking.
No comments.

116 VODAPHONE.

After investigation of installation times, the Clerk suggested that 1st October 2015 be the starting point for the contract to pay £35 per annum to:-

Jubilee Hall, Old Post Office 82, Lower Street, Salhouse Primary School and 142, Lower Street, Salhouse.
Proposed by Cllr. McCormick and seconded by Cllr Ball.

117 SHARED ACCESS- Communications Mast.

117.1 To confirm that Salhouse Parish Council are willing to use Ratio Law LLP for legalities relating to this Communications Mast, if required and have confirmed this with them. An (ICC) Identity Confirmation Certificate is in the process of being completed by the Clerk. This appointment requires no money or commitment and will be cancelled if planning is not accepted.

ICC (Identity Confirmation Certificate) has been completed and together with covering pro-forma letter, returned to Ratio Law LLP.

117.2 Council has requested meeting with SUCT trustees to discuss the “wayleave” payment.
(Meeting requested by Chairman (Cllr. McCormick) by e-mail.
Meeting to be arranged.

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

Norfolk County Council confirms receipt of cheque.

119 LEASE EXTENSION FOR RECREATION GROUND.

No reply has yet been received from S.U.C.T.

Cllr. Whymark asked that it be confirmed that the request for 999 year lease has been forwarded. Clerk confirmed that a letter had been forwarded on the 20th May, backing up the first request.

Suspend Standing Orders to allow Mr. P. Jefford, Chairman SUCT to read a response to the Council.
See Appendix 1.

Resume Standing Orders.

120 PLANNING

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
Cornerstone Telecommunications Infrastructure Ltd.

Suspend Standing Orders to allow residents to have further comments, including Mrs. Tracey Oxley, who reiterated much of what had been stated in Public Participation.

Resume Standing Orders.

Motion tabled by Cllr. Thrower and seconded by Cllr. McCormick that SPC’s reply would be that:-

Salhouse Parish Council declined to make any comment on this application but requested it be determined on its planning merits with due regard being given to the concerns raised by residents over the visual and potential health risks associated with such developments.

PA20160668 – The Old Bakery, 101, Lower Street, Salhouse.

Erection of detached Summerhouse.

Mr. Raymond Haliday.

There were no objections raised.

PA20160776 – The Lodge, 4a, Mill Road, Salhouse.

Proposed Car Port

Mr. Ian Harwood.

Comment, “subject to TPO situation being checked at BDC”, there were no objections.

PA20160901 – Recreation Ground, Thieves Lane, Salhouse.

Erection of replacement Changing room facilities, Storage, Community Clubroom and Toilet Block
(Revised proposal)

Heritage Developments Ltd.

There were no objections raised.

121 ST.GEORGES DAY PARADE – APRIL 17TH

Feedback report received. Copied to councillors. See Appendix 2.

122 NORTHERN DISTRIBUTOR ROUTE.

Still no report received.

Reply received from John Birchall but was forwarded to the next agenda.

123. FOOTPATH 14

A complete overview of the history of this footpath forwarded to councillors, inviting comments.
Cllr.Whymark and Cllr.McCormick to contact owner.

124 LATE CORRESPONDENCE.

E-mail (fwd) re Conservation Village –Complaint from Radleys about Prima Rosa’s table & chairs.
E-mail received from Mrs. Tracey Oxer – regarding concerns re Communication Mast.
Councillors asked that this be forwarded to them, after full discussions in P.P.(1)

125 PUBLIC PARTICIPATION (20 (If time allows) – allowed.

There was no further input.

126 COUNCILLORS INPUT AND ITEMS FOR THE NEXT AGENDA.

Cllr. McCormick suggested that a request be made to Ingram Homes (Developers of Barn Piece, 24, Norwich Road) to supply a footway on the other side of their access onto Norwich Road. This would allow residents living opposite to cross and have a footway to use safely into Salhouse.
Also to have the drains checked at entrance as soil has run off the site on several occasions now.

127 DATE OF NEXT MEETING

Next meeting confirmed as July 4th 2016

Suspend Standing Orders.

Cllr. Thrower would like an item “The Future of Salhouse Parish Council” placed on the October agenda. He explained that the three District Cllrs had now given their time for over a year and that they had seen very little response from the residents to join the Council. There were options, one of which was to wind up the Parish Council and the other to amalgamate with a neighbouring parish.

The residents were asked to go away and think about this, as if they were not interested in their Parish, they would not attend the meetings.

Cllr. Whymark supported Cllr. Thrower in this matter and stated that the District Councillors were uncomfortable making decisions for a Parish they did not live in. Any councillor can be contacted to discuss this without pressure, if required.

Chairman stated that they would like to stand back and let the parishioners run their own affairs.

On another matter the Chairman gave a brief report on DEVOLUTION and explained that some of the powers would be passed down to the Parish Councils, meaning more responsibilities, more interest. This was another thing to go away and think about.

There being no further business, Chairman thanked all for coming and closed the meeting at 9.24pm.

APPENDIX 1. Salhouse United Charities.

The Charities trustees response to the proposed erection of a communication mast on the Playing field, Thieves Lane, Salhouse. The following notes are based on the minutes of the trustees meeting 31st May 2016

- 1) The origins of the Salhouse United Charities go back nearly 200 years
During this period four small individual charities were created for the benefit of the poor i.e. distributing coal and food at Christmas. In 1954 the four individual charities were combined into one creating the Salhouse United Charities.
- 2) The SUC owns 25 acres of agricultural land including the playing field. The rents received from leasing this land are sufficient to meet all the Charities obligations.
The SUC are not looking for ways to increase its income.
- 3) Today's aim of the SUC is to support individuals or families to deal with an emergency or crisis with a one off payment. However over the past few years there has been little interest in asking the Charities support and has resulted in an increase level of funds in the bank.
The Charities objectives restrict the use of its funds for only supporting individual parishioners.
- 4) With the apparent changing circumstances and perhaps attitudes the Trustees realise to enable the Charity to continue supporting the village its need to extend its objectives to include village organisations etc. as well as individuals
As the SUC owns land for its income the trustees cannot locally change its objectives this can only be done with the agreement of the Charity Commission The trustees have agreed for the SUC secretary to contact Charity Commission for permission to extend its objectives, and waiting for a response
- 5) It must be remembered Shared Access approached Salhouse Parish Council with the proposal to erect a communication mast on the playing field to improve and upgrade mobile communications in the Salhouse area.
- 6) The playing field is leased to Salhouse Parish Council on a 28 year lease. The SPC are responsible for the maintenance and management of the field for the benefit of the Salhouse community
The trustees have no objection for the erection of a communication mast on the field providing,
 - a) Any wayleave contract will be between SUC and Shared Access
 - b) It does not affect the field's integrity or activities
 - c) Salhouse Parish Council and the community support the proposal
 - d) Planning Permission has been granted.
- 7) The trustees will not enter into any negotiation with regards to a leasing contract for the mast without written confirmation from the SPC indicating Planning Permission has been granted, SPC and the community agree to allow the erection of the mast on the field.
- 8) If the project goes ahead it will generate community funding as well as an income from the wayleave contract. A wayleave rent is normally paid annually for the duration of the lease.
Shared Access will want to consolidate the annual wayleave rent and the community funding into one payment, and paid at the commencement of the lease.
The trustees have agreed the consolidated payment should be paid directly to SUC. Once the changes to extend Charities objectives have been implemented the Charity will be able to support SPC and the community as an independent charity

- 9) Shared Access have appointed an independent firm of solicitors called Ratio Law LLP, (offices in Manchester & Harrogate) to act on our behalf free of any legal costs.. Trustees asked the chair to telephone Ratio Law to verify their independence in this matter. The chair was given assurance although SharedAccess will pay our legal costs, Ratio law is completely independent to act on behalf of SUC and the Salhouse Parish Council
- 10) Shared Access would like the trustees to give permission to the solicitors to carry out initial investigations and searches with no obligation to the SUC, the trustees had no objection. I understand this request is a means to speed up the legal proceedings if the project goes ahead
- 11) The trustees agreed to meet to carefully examine any lease contract before signing.
- 12) Each trustee attending the meeting was asked for their view on the proposal for installing a 15m high communication mast on the field The question :- Do the proposed benefits of an improved communications for Salhouse out way the visual impact.? A unanimous yes



1st Salhouse Scout Group

c/o 18 Ropes Walk
Blofield
Norwich
Norfolk
NR13 4JB

Dear Colin and Parish Councillors of Salhouse,

15th May 2016

North East Norfolk 'St George's Day Parade and Medieval Event'
17th April 2016 at Salhouse

I refer to your kind donation, which you gave us in February, towards the funding of our District's 'St George's Day Parade and Event', which we hosted in Salhouse on April 17th 2016.

Following this event, I am writing to all our sponsors with a brief account of how everything went and also sending some pictures.

We were very lucky to receive your kind donation of £250.00, as well as funding from other organisations, which enabled us to go ahead with our plans and prepare a really 'special event' for the youngsters in scouting as well as parents, families and the community of Salhouse.

We are so happy to report that the day was absolutely amazing and everyone had a truly, memorable day with the celebration of 'St George' and all the historical, medieval entertainment provided.

Leading our parade was 'St George' on Horseback, followed by over 800 uniformed Scouts, who incidentally wore 'Wellington boots' because of all the mud! They were supported by the 'TS Norfolk' marching band on the parade route of nearly a mile, up to 'Gorse Meadow' at Salhouse Broad, kindly offered to us for our 'big' event, by the landowner, Mr Henry Cator.

We were all made to feel really 'special' and very proud, by the villagers who stood along the parade route, cheering and waving flags from their windows, as we paraded through.

We had also invited Lord Baden-Powell's Grandson, Mr Robin Clay, to our parade and were thrilled when he accepted our invitation and attended, making it really wonderful having such a celebrity join us, after Bear Grylls, had to decline.

Mr Clay introduced himself on stage to the Scouts and then read extracts from his grandfather's diary, when he visited the same site, in June 1930, during a jamboree.

A professional storyteller, told the story of 'St George and the Dragon' to everyone, with lots of participation, from shouting 'magic' chants, which was followed by the singing of traditional camp fire songs. All the Scouts and Leaders then renewed their Scouting Promises, as one large 'family of Scouts' on our 'special day' and in the glorious sunshine too, which was much appreciated after all the rain we had experienced, during the week.

After the short service, which was lead by our District Chaplin, Mr Andrew Beane, from Aylsham, every uniformed attendee was treated to a scrumptious 'Hog Roast' as well as our Scouting VIP's and sponsors who attended on the day.

Whilst waiting for the 'Hog Roast' to be served, the young people were able to visit all the entertainment provided, which included a 'Living History Medieval Village' with 'Hobby Horse Jousting' and Archery to try, Fighting Knights to watch and cheer, coins to 'strike' and medieval games to learn and play plus much more. There were medieval weapons to see and handle under supervision as well as trying on the 'heavy' armour. 'St George' stayed around and spoke to the interested youngsters about his 'quests' and answered any questions they had on 'Dragons'. There was a 'Sword Making' activity for the younger Beaver Scouts, who loved 'trying' them out on each other after watching the display of 'Fighting Knights'. There was also a static 'Birds of Prey' display for all to see and hold.

We received lots of positive feedback from many people including the Scout Groups who attended, the parents who came along with their scouts and residents from the village, who were invited to the event, by the distribution of leaflets to every resident.

Villagers have been talking about our event, saying how wonderful it all was and how lucky they were to experience a 'St George's Day Parade' in their village of Salhouse.

Our overall aim, when organising this event was "to arrange a 'St George's Day Parade' with a difference and for the young people to enjoy and take away with them, some memories of our parade in Salhouse."

Many thanks for helping us to succeed our aim and for providing so many people with a really memorable day!

Yours Sincerely

Jackie & Claire

Jackie Rose and Claire Pyatt
1st Salhouse Scout Group

We have had no rainfall for about a week and the sunshine over the past 2 or 3 days has helped to dry out sections of path which have been problematic over the winter and early part of Spring.

However Footpath 8 (Gun Carriage Way) does have some problems at the northern end i.e. from Vicarage Rd alongside Vicarage Farm. The vegetation has encroached onto the path and as much of this is stinging nettles, trousers are needed! Also after rain waterproof trousers would be required to avoid wet legs.

APPENDIX 4 – Footpath No.14

As this is included as a separate item on tonight's agenda I have given below my observations and thoughts based on the information included in an e-mail from the Parish Council Chairman to Councillors and myself.

This footpath is probably the most important one in our village for 3 main reasons.

1. The main pedestrian link between the two parts of our village.
2. The main route from the largest part of our village to the Railway station.
3. Features in many Circular walks, including the Salhouse Circular Walk as promoted by Broadland District Council and also as a Circular Walk advertised by Norfolk County Council.

Historically there have been problems with this path which often gets waterlogged and muddy in many Winter/Spring months and also with encroaching vegetation. It is understood that we have ring fenced money to improve the path but the new owner of the Stables (now called High Oak Stud and Livery) also owns the field on the other side of the path and almost certainly owns the land on which the footpath runs. At this stage I assume that we are not certain whether he just wishes to cross his path to the field or to use the entire path for his horses. If it is the latter and an owner can legally ride horses on a footpath, then it is likely the metal barriers will be removed and despite the footpath designation, it will likely be used by cyclists and motor cyclists. This would create a very dangerous mix ie horses, walkers, dogs, cyclists and motorbikes. **An accident waiting to happen.**

If however he just uses the crossover from the Stable land to the field this would similar to Footpath 11. The whole distance between Station Road and Bell Lane is approx. 1600yards. If this was made up as follows based on my survey this morning, note the distances are approx.:-

- Station Rd to Stables and start of footpath and unmade up road. Approx. 190yds.
- From Start of footpath to 1st set of metal barriers. Approx 15 yds
- From metal barriers to crossover point (gated access to Stable land and field)
Approx 80yds.
- From crossover to next set of barriers Approx 130yds.
- From second set of barriers to 3rd set of barriers Approx 260yds
- From 3rd set of barriers turning left at corner Approx 35yds.
- From corner to junction with Salhouse Hall Drive Approx 370yds
- From above (end of footpath) to Bell Lane track and then made up road.

Approx 520yds.

Thus the main problem area ie from the stables entrance to the 3rd set of metal barriers is about 485yds.