

**Minutes of the Salhouse Parish Council meeting  
held at 7.30pm on Monday 3<sup>rd</sup> April 2017  
At Jubilee Hall, Lower Street, Salhouse**

**Present:** Vince Tapp (Chairman), Martin Murrell, Colin McCormick, Martin Nudd, Robert Cooper, Colin Thomas, Nick Ball, Reg Reeve and Julie Redburn

**In Attendance:** Sarah Martin, Parish Clerk

**Members of Public:** 11

**1. Apologies for absence**

There were no apologies of absence received.

**2. Declarations of Interest in items on the agenda**

Robert Cooper and Martin Murrell declared an interest as Trustees on the Salhouse United Charities Trust.

**3. Approval of the minutes of the Parish Council meeting of 6<sup>th</sup> March 2017**

The minutes of the Parish Council meeting of 6<sup>th</sup> March 2017 were approved as a correct record on the proposal of Colin McCormick, seconded by Martin Murrell, and duly signed by the Chairman. These will be posted onto the website.

**4. Approval of the minutes of the Parish Council planning meeting of 20<sup>th</sup> March 2017**

The minutes of the Parish Council planning meeting of 20<sup>th</sup> March 2017 were approved as a correct record on the proposal of Bob Cooper, seconded by Martin Murrell, and duly signed by the Chairman. These will be posted onto the website.

*Chairman brought forward Item 6 on the agenda, prior to item 5 as a member of the public had to leave meeting early.*

**5. Public Participation and District Councillor and Police reports**

- Terry Holt, the landlord from a local pub (Kings Head at Lingwood) confirmed that Enterprise Inns had agreed to sell to him as Freehold the Bell Public House, but the sale cannot proceed at the moment due to the ACV for the Parish Council. His current pub is very successful, and has a restaurant and holds events. Questions were raised including: <sup>1</sup>Was the bowling green included in the sale, to which the answer was no, but Mr Holt would get 1<sup>st</sup> refusal. <sup>2</sup>Would you consider a Post Office? Would need to look into this further. The plan would be to open within a month of the sale and it is planned to serve food, which could potentially lead to local employment.

Mr Holt left the meeting 7.41pm

- Jenny Rose questioned if charges are still being made for notices/adverts on notice boards? This is to be looked into further, but it was discussed as being £15 per annum for an A6 sized notice.
- Nick Taylor stated one of the aims of the NP is to restrict development, and should be consulted when considering the Barn Piece planning application in Item 8 (20170243). He referred to page 17 of the Independent Examiners report that there was no need for further development, and the original Barn Piece site was supposed to be an exception site. There were discussions held regarding the independent Examiners report - the PC has put a further objection in.

- Planning application 20170243 - concerns were raised by parishioners regarding soak away and drainage and the flood risk assessment supplied. Further discussions were had regarding social housing and the North Rackheath Development and the number of houses from this site which will actually be in Salhouse, which was thought to be 23 blocks.
- Police Report – the police report was read out: 4 incidences: Public order offence relating to a parking issue on Lower Street; Domestic & Criminal damage and assault on Mill Close; Hate incident Cheyney Avenue.
- There was no District Councillor report, however Vince Tapp reported that devolution proposals have stopped – Suffolk and Kings Lynn have dropped out. It has been put on hold until the Government decides what it wants.  
Recycling – In Broadland over 50% of its waste weight is now recycled. BDC is looking at a new contract to save money.  
It is the County Council Election soon.

Public Participation closed 8.03pm

## 6. **Matters arising not on this agenda**

- The Annual Parish Meeting is being held on Wednesday 19<sup>th</sup> April, 7.30pm at the Jubilee Hall.
- Radleys ACV has been submitted – Vince Tapp explained the process
- Prima Rosa ACV to be completed and submitted
- War memorial- the PC needs to submit a ‘Pre Application’ prior to applying for a grant, this can take 8-10 weeks – still ongoing

## 7. **Progress reports relating to:**

### i) **SAM2 speed monitoring equipment data report**

A Salhouse Speedwatch report had been circulated, but no comments were raised.

### ii) **Highway and footpath matters – to include NDR**

A footpath report was circulated, to which no comments were raised. Clerk to follow up barbed wire on footpath 12.

HGV routing – representative from British Sugar should be attending the meeting on Thursday 27<sup>th</sup> April, 7.00pm Jubilee Hall.

### iii) **Team Salhouse Report**

A report was circulated – no comments raised from this.

## 8. **To consider a planning report and agree recommendations on the following planning applications**

**None**

Colin McCormick read out his planning report.

Planning applications 20170243 and 20170314 were discussed at the meeting on 20<sup>th</sup> March 2017, to which many comments were received.

### i) **20170243 - Land to the Rear of 74-90 Norwich Road, Salhouse, NR13 6PB**

Residential development comprising a minimum of 95 dwellings including affordable housing, landscaping, car parking and 7.01 hectares of publicly accessible green infrastructure containing children's play equipment, tree planting and a 30 space visitor car park (Outline)

It was resolved to OBJECT to the application. Proposed by Julie Redburn; seconded by Reg Reeve, all agreed. A response has been collated and circulated and will be submitted to BDC.

**ii) 20170314 - 2 Dakenham Close, Salhouse, NR13 6PA**

Alterations and extensions including rooms in roof

It was resolved to OBJECT to the application. Proposed by Colin Thomas ; seconded by Nick Ball, all agreed. A response has been collated and circulated and will be submitted to BDC.

**iii) 20170431 – Land off Barn Piece Close, Norwich Road, Salhouse**

Mixed dwelling residential development of 22 single storey properties

Discussions held. It was resolved to OBJECT to the application. Proposed by Julie Redburn; seconded by Martin Nudd, all agreed. A response will be collated, circulated and submitted to BDC raising points from the NPPF and Joint Core Strategy, quoting Item 15 being taken into account where development lies within the village. The NP is written and drawn up in line with these documents. The drainage issue will also be raised with the top and bottom pond and problems with Mill Road.

**iv) Any other planning matters**

Decision Advised – Full Approval - PA 20162103 - The Lodge, Vicarage Road, Salhouse, NR13 6HD

**9. To consider the notes and matters arising from Playing Field Management Group**

The notes from the meeting held on 22<sup>nd</sup> March 2017 were circulated. Questions were raised as to when the pavilion will be built, to which the response was the PC has not yet received a schedule of works, but is arranging a coordinated meeting with Lanpro/Heritage and Shared Access, with the aim to propose a start date of 8<sup>th</sup> May, but the meeting is awaiting confirmation.

The date of the next PFMG meeting is 26<sup>th</sup> April 2017.

**10. To consider a report from the Neighbourhood Plan Steering Group**

The Internal Examiners report was received and circulated. The PC and steering group need to agree if they are happy with the report and the suggested amendments. Once this confirmation has been received BDC produces a report. Recommendations will be available on the website. When BDC have signed it off it goes to Broads Authority (by 26<sup>th</sup> April) and BDC will then write to the steering group. The referendum should be mid-June. All paperwork is prepared by BDC.

The PC to give a view on the H1 Housing policy, which BDC objected to, and confirm if the PC were happy with the rest of the report. Vince Tapp to attend a meeting with the steering group and BDC on 6<sup>th</sup> April 2017.

Vince Tapp, on behalf of the PC, recognises the amount of work that Nick Taylor and his team have put in and congratulated them on a very good NP.

**11. To consider progress report on Barn Piece footpath**

A report had been circulated, and Colin McCormick briefly spoke about the meeting with Mr Ingram - Highways had been approached as to whether the footpath could be constructed on Highways land, at no cost to them, however it would need drawings produced and submitted to which Mr Ingram had declined. It was therefore agreed not to pursue any further at this time, but to review when a 50/50 partnership scheme is available.

**12. To consider the Defibrillator at the Jubilee Hall**

- i. Installation of direct line to emergency services

Bob Cooper reported that mobile signal within the village is often poor and could it be considered to have a fixed land line telephone located next to the defibrillator with direct access to the relevant services in an emergency. Clerk to contact village hall to discuss.

ii. Purchase of new batteries

It was discussed if new batteries are needed. Colin Thomas to speak to John Fielder to enquire.

**13. To consider progress report regarding supporting youth in Salhouse**

i. To discuss proposal for supporting School

This item was deferred until the next meeting when the Clerk has spoken with the Charities Commission.

ii. To discuss YAB progress

An update's have been requested from Oliver Simons, but no response received. Clerk to follow up again.

**14. To consider the Parish Council as a potential bidder for the Bell Public House - and also to consider 'Plunkett Foundation Call to Action' letter, and action to take if any**

Colin McCormick reviewed the PC's position regarding the ACV on the Bell PH, and although it had been considered to submit an interest under the ACV, now that an independent buyer has come forward to purchase the freehold and run the pub (*see public participation*), it was recommended for the PC to decline the option under the ACV to support a community bid and let the purchase go through. This was proposed by Colin McCormick; seconded by Reg Reeve, all agreed.

It was agreed to keep in touch with the Plunkett Foundation for future advice.

Clerk to submit decision to BDC.

**15. Accounts**

**i) Approval of Payments**

There was one amendment to the payments (\*)

The following payments were approved on the proposal of Julie Redburn, seconded by Martin Murrell; all agreed.

S J Martin Jan Salary - (66 hours) £541.98 NET & Expenses £93.75	635.98	
HMRC- S J Martin Tax (69.20) & NI EE's (72.58) and ER's (82.92)	224.70	
Mr. P. Green - Inv: 823	183.75	
Mr. P. Green - Inv: 824	27.50	
Anglian Water - Recreation Ground	11.31	
Stephen Piper - Team Salhouse Expenditure (litter pickers/hi-vis vests)	52.30	£3.31 VAT element
(*)Inter Regional Public Relations Ltd. (FOURAGENCY) - Neighbourhood Plan	3402.00	£567.00 VAT element
Westcotec - SAM2 Bluetooth and additional brackets	252.00	£42.00 VAT element
Salhouse 2000 (Salhouse Jubilee Hall) - Hall Hire Jan - March	102.00	
Norse Eastern Ltd. - Playing Field Hedge Cutting	210.00	£35.00 VAT element
Came & Company - Insurance	743.01	

**ii) Monthly bank reconciliation report**

The monthly bank reconciliation for January was approved and signed by Martin Murrell.

**iii) To approve Playing Field Grounds Maintenance renewal form for 2017/2018**

The three options were discussed. It was proposed to go with Option 2, proposed Reg Reeve; seconded Martin Murrell, all agreed. It was resolved to appoint The Garden Guardian the playing field maintenance contract for 2017/2018.

**iv) To approve and sign Salhouse United Charities Trust playing field lease**

An increase in the rent for the playing field to £320.00 per annum was received to be accepted by the Parish Council. Proposed by Nick Ball; seconded by Martin Nudd, all agreed. Vince Tapp, as Chair, to sign documentation on behalf of the PC.

**16. To receive correspondence and agree response (if any)**

*NALC Newsletter (email)*

*Police Accountability Forum Meeting (email)*

*BDC Accessing Village Halls in an Emergency (email)* – Clerk awaiting a response from the Jubilee Hall

*NCC- Request for Community Biodiversity awards nominations by 20/4/17(forwarded to Broads Ranger)*

*Police Parish Newsletter*

*Data Protection Registration confirmation (email)*

*BS Highways CH – New Highways Teams (email)*

*Broads Authority Flood Risk Supplementary Planning Document - Adopted March 2017(email)*

**17. Public Right to Reply- adjournment of meeting for public to comment**

Linda Smith commented that Mr Terry Holt had a very good reputation.

**18. Any items for the next Parish Council meeting to be held on Wednesday 3<sup>rd</sup> May 2017 at Salhouse Primary School, Cheyney Avenue at 7.30pm**

Highways Muck Lane passing places- condition of planning

Date for Rackheath Meeting

Honeycomb Road sign

School Proposal

**19. To resolve to exclude Press and the Public in order to discuss matters where publicity would be prejudicial to the public interest by reason of the confidential nature under the provisions of Section 1 of the Public Bodies (Admissions to meetings) Act 1960, that is Staff Matters**

The Council resolves under Regulation 3(1) of the Local Government Pension Scheme Regulations 2013 that Sarah Martin should be designated as being eligible for membership of the LGPS with effect from 23rd April 2017.

Resolution – proposed Vince Tapp; seconded Martin Nudd, all agreed.

**There being no further business the meeting closed at 9.20pm**