

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Monday 5th June 2017
At Jubilee Hall, Lower Street, Salhouse**

Present: Martin Murrell (Chairman), Martin Nudd, Robert Cooper, Colin Thomas and Julie Redburn

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 15

1. Apologies for absence

Apologies had been received by Colin McCormick, Nick Ball, Reg Reeve and Steve Jarvis.

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. Martin Nudd declared an interest in the ACV Item 11.

3. Approval of the minutes of the Parish Council meeting of 3rd May 2017

The minutes of the Parish Council meeting of 3rd May 2017 were approved as a correct record on the proposal of Martin Nudd; seconded by Colin Thomas. The minutes were duly signed by the Chairman. These will be posted onto the website.

4. Matters arising not on this agenda

Martin Nudd raised a horse and car incident on The Loke – PCSO Phillips will investigate. Clerk to enquire with Highways if there is any “quiet lane” signage available.

5. Public Participation and District Councillor and Police reports

PC Sean Phillips reported 17 incidents of crime in Salhouse, 10 of which occurred in May. Colin Thomas raised the issue of anti-social behaviour that had been reported to him, for which PC Phillips replied that as a whole, crimes at the recreation ground were minimal, but urges residents to report incidents to the police via 101.

District Councillor Vince Tapp reported that BDC is heavily into the election at the moment.

Linda Smith raised the issue of flyposting, which she has reported to BDC, but received a brief response, and is unsure what the next stage is. Clerk to write to the advertiser and to copy BDC and Cllr. Vince Tapp.

Steve Piper highlighted the parking problems on Slad Lane, which has been bad over the last couple of weeks.

Cars parking on the verges outside no. 12 Norwich Road – it was asked if the Clerk could write to the housing association and ask if access can be put into the front to allow cars to park on the property.

Mrs Prestwood asked who was responsible for the cutting of the hedges along the trod path. Clerk to contact Highways to ask this question. If not Highways, to obtain a quote.

Amanda Geary reported dog fouling - owners are leaving bags along the footpath next to the stables, which causes a risk to horses that may eat the waste. Clerk to contact BDC to request further signage, and possible CCTV, and to enquire about “Top Dog” scheme if running this year. Steve Piper, on behalf of Team Salhouse, will also put up more signage.

Jayne Gay raised the issue of overgrown hedges at Streetwood House. Clerk to write to home owner to request these are cut back.

Mrs Prestwood raised the issue regarding the barbed wire and overgrown hedge at Hewlett's Loke. The landowner has been advised; clerk to follow up.

6. Progress reports relating to:

i) SAM2 speed monitoring equipment data report

The report was circulated - no comments were raised.

ii) Highway and footpath matters – to include NDR

- A report was received from the footpath ranger raising some points which the clerk will follow up.
- Clerk to investigate the footpath at the side of the Jubilee Hall and reports of large stones in the ground; need to contact land owner.

iii) Team Salhouse Report

A report was circulated – no comments were raised.

7. To consider a planning report and agree recommendations on the following planning applications

i) 20170314 – 2 Dakenham Close, Salhouse, NR13 6PA

Alterations and extensions including rooms in roof – revised plan

Resolution: OBJECT as per previous objections

Standing orders suspended at 8.10pm to allow Martin Carney and Sarah Oldfield, from the Committee of the Jubilee Hall to speak with regard to the next planning application:

Martin Carney spoke about the committee meeting of the village hall and raised its concerns regarding the access route of the proposed outline planning application. He explained that the committee were seeking legal advice regarding who owns the driveway, but needs time to obtain this. Concerns regarding the access were highlighted for all users of the hall. It was discussed about the visibility of the access, and the conservation of the tree and the ARP. It was felt that the plans were misleading for ownership of the driveway, and believed that only 1.2 m may be owned by the applicant, and who would be responsible for the upkeep of the private road. It was considered that the proposed parking bays would not be suitable for the users of the hall and the disabled space would be lost. It was recommended for parishioners to put comments directly to BDC, as the PC is only one comment.

Vince Tapp reported this application would go to Committee in mid-August.

Public participation ended 8.40pm; Standing Orders resumed.

ii) 20170764 – Equestrian Centre, Lower Street, Salhouse, NR13 6RH

Residential Development (Outline)

It was agreed to apply for an extension for this application, and to hold a further public meeting on 26th June to allow time for further information to be obtained, before the PC submit their comments. All Councillors agreed.

iii) 20170810 – Land Adjoining Ashleigh, Chapel Loke, Salhouse, NR13 6RA

Erection of 4 Bedroom Detached Dwelling and Associated Garage & Parking

Resolution: OBJECT. Comments to be submitted to BDC.

Clerk to enquire with BDC re no. of dwellings permitted up a Loke

iv) 20170847 - The Woodlands, Hall Drive, Salhouse, NR13 6RS

Erection of Two Storey Dwelling

Resolution: OBJECT. Comments to be submitted to BDC.

v) **20170884 - Salhouse V C Primary School, Cheyney Avenue, Salhouse, NR13 6RJ**

Erection of 98.7sqm Single Storey Timber Outbuilding

Resolution: NO OBJECTIONS – subject to condition of planning that it not to be used for commercial gain.

vi) **Consider response to BDC re: electronic changes to planning applications**

Postponed until next meeting

vii) **Any other planning matters**

It was commented that the PC had had no further correspondence regarding the planning application on Lower Street, Salhouse. However, correspondence is due to be received from BDC.

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

This item postponed until the next PC meeting as no update received from the contractors; however it was discussed that the PC is looking into making smaller the open part of the car park and improved pedestrian access at the far end of the field.
The date of the next PFMG meeting is 21st June 2017.

3 members of the public left the meeting 9.10pm

9. To consider a report from the Neighbourhood Plan Steering Group

The date for the referendum has been set today for Wednesday 19th July 2017.

10. To consider progress report on the Defibrillator at the Jubilee Hall

This project is still ongoing; however costs have been obtained in the region of £580, plus £120 installation costs and ongoing line rental of £16 per month for installation of a phone line with direct access through to the emergency services. The existing telephone line at the hall would not be able to be used. A response regarding the feasibility of the telephone line is being awaited on from a representative of the East of England Ambulance Trust.

11. To consider progress report on Assets of Community Value

Martin Murrell reported the response date of 16th June for the AVC appeal.

12. To consider progress report regarding supporting youth in Salhouse

- i. Proposal for supporting school - No response has been received back from the Charity Commission yet; therefore it was agreed to postpone this until the next meeting.
- ii. To discuss YAB progress – and email had been received from Oliver to say that he had not had a response from Broadland High School. Clerk to contact Oliver Simmons to request contact with Broadland high School again as a Governor of the School said this is something they would be interested in being involved with.

5 members of the public left the meeting 9.15pm

13. Accounts

i) Approval of Payments

The following payments were approved on the proposal of Bob Cooper; seconded by Julie Redburn:

S J Martin April Salary - £567.58 + Expenses £52.60	£620.18	2094
Mr. P. Green - Inv: 833 & 836	£557.25	2095
M Garner (Team Salhouse)	£105.58	2096
Four Agency (NP Inv 11788 28/04/17)	£372.00	2097

Salhouse Parish Council minutes 5th June 2017, 4 pages
DRAFT until AGREED at meeting following

ii) Monthly bank reconciliation report

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

iii) To agree donation to Church for grass cutting 2017/2018

This item to be deferred until the next meeting; Clerk to obtain details regarding the cost of cutting the grass, the current contractor and frequency of cuts.

iv) To review Internal Audit Report for 2017/2018

The internal audit report had been circulated. Martin Murrell reported that points raised from the audit would be addressed by the Clerk with the support of himself; no further comments were raised.

v) Annual Governance Statement – postponed until next meeting**vi) Annual Accounting Statement** – postponed until next meeting

Financial Correspondence: available to view

Parish Precept Payments 2017/18 – BDC

HMRC – credit on PAYE account

14. To receive correspondence and agree response (if any) – no responses needed

NALC Newsletter

Police Parish Newsletter

Draft Broads Landscape and Landscaping Guide Consultation

Broadland Overview and Scrutiny Annual Report

RoSPA – notification of play area inspection

Civic Voice - 50 years of Conservation Areas support request

JP's Broads Briefing

Parishioner Conservation emails (2)

Clerks and Councils Direct

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

- Steve Piper commented on the Church donation of 'up to £1000' for the grass cutting. Vince Tapp stated that as it is an open cemetery, the Church is obliged to pay for the maintenance; if the cemetery is closed the Parish Council take on the obligation of the maintenance. As Item 13 iii – the Clerk will request further information before the donation request is agreed.
- Fly posting – Clerk to report
- Clerk to contact BDC with regard to enforcement no. 2017ENF203 and change of use

16. Any items for the next Parish Council meeting to be held on Monday 3rd July 2017 in the Jubilee Hall at 7.30pm. (Extraordinary General Meeting to be held on Monday 26th June 2017)

There being no further business the meeting closed at 9.34pm