

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Monday 6th March 2017
At Jubilee Hall, Lower Street, Salhouse**

Present: Martin Murrell (Chairman), 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

Vincent Tapp and Fran Whymark (personal)

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 Murrell also declared an interest in planning application 20170243 (*although not an agenda item, but to be mentioned and planning meeting arranged*)

3. Approval of the minutes of the Parish Council meeting of 6th February 2017

The minutes of the Parish Council meeting of 6th February 2017 were approved as a correct record on the proposal of Nick Ball, seconded by Colin McCormick. These will be posted onto the website.

4. Matters arising not on this agenda

- The Annual Parish Meeting date has been amended to Wednesday 19th April 2017 at 7.30pm in the Jubilee Hall (due to Clerk holiday pre booked before appointment as Clerk).
- Planning Application 20170243 was received after the agenda was published, but due to the size of the application and the date for the response (22nd March) it was decided to apply for an extension and to arrange a separate planning meeting date to be held on Monday 20th March at 7.30pm in the Jubilee Hall. An A5 flyer to be sent out with the SAGA magazine (costing £8.50) to inform parishioners.
- The Bell Public House has been put up for sale. The PC has an ACV and therefore on the next agenda it needs to be discussed whether the PC will confirm the option to support a community bid.
- Safer Neighbourhood Action Panel (SNAP) meeting – Colin Thomas will attend on behalf of SPC.
- War Memorial grant funding – Colin M and Bob C to look into with Clerk if this is something the PC could apply for.

5. Public Participation and District Councillor and Police reports

There was no District Councillors report.

- Mr Henry Cator was present in his role as owner of Salhouse Broad, who was attending the meeting in place of his employee the Broad Ranger who was unable to attend, but explained the role of the Rangers were to offer a service to those who visit the Broad. Mr Cator spoke about the recent planning application which had been permitted for a campsite for the next 3 years.
- Discussions took place regarding the concern over parking and the fact that 3 recent planning applications all separately assumed use of the car park at the Broad without each other's impact being taken into account. Mr Cator mentioned that it has been considered making the car park pay and display.
- It was confirmed that the recent Slad Lane application was a separate application by a different applicant and not connected.

- Linda Smith expressed concerns regarding sanitation and waste water issues at the campsite citing the lack of suitable facilities. Mr. Cator replied that he was unaware of the issue but promised to look into it.
- Mr Cator is in the process of handing the reigns over to his son, and they currently giving support to pupil studying Agriculture at Easton College.
- Colin McCormick was also congratulated by Mr Cator on his recent book.
- Team Salhouse had carried out a litter pick on Saturday 4th March, and raised concerns regarding daffodils during the Trod works. It was discussed that Highways had been asked to preserve as many daffodils as possible, which they have done, however the impact will not be fully seen this season, but a working party can be organised nearer the time to replant bulbs for next season – money from the PC to be put aside proposed Nick Ball, seconded Martin Murrell. It was agreed to speak to Highways to investigate whether Bell Lane could now be changed to a 30pmh area – Clerk to speak to Highways.
- Regarding the Trod, John Fielder mentioned the area at the bottom of Bell Lane where it has been agreed with the property owner not to extend the path across the verge which is maintained by him; this may set a precedent for any future path, and raises questions of what happens if that property is sold in the future. Clerk to investigate with Highways, along with asking for a completion date and handover meeting.
- Steven Piper, a Salhouse resident, made an enquiry about future planning applications. The chairman responded that the Parish Council is unable to make comments about applications until official notification has been received from Broadland District Council. He added that the Council is unable to comment about applications on behalf of residents but would encourage and support residents to make their own comments.

2 members of the public left the meeting.

- The Beat Manager, Sean Phillips, was unable to attend, however the police report was read with 2 incidents within February – 1 x criminal damage to a vehicle moved and damaged in Lower Street, and 1 x Domestic.

Public Participation ended at 8.26pm.

6. Progress reports relating to:

i) SAM2 speed monitoring equipment data report

A report from Salhouse Speedwatch had been circulated, but no comments were raised. The SAM2 devices have been returned today to Westcotec to have the Bluetooth installed.

ii) Highway and footpath matters – to include NDR

- Broken fingerpost sign at Stonehouse Road and the faded way marked disc – Clerk will report to Highways.
- HGV re-routing meeting was held with Panxworth/Woodbastwick, Wroxham & Hoveton PC's and a Highways engineer from the County Council who advised that it would be impracticable to impose weight restriction and we would need to persuade operators to change routes. The manager of British Sugar hopes to attend the next meeting.
- Barn Piece Trod – Clerk has contacted the builder and it was agreed to arrange a meeting to discuss options further - Clerk, Colin M and Reg R.

iii) Team Salhouse Report

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A report was circulated – no comments raised from this, however at the roundabout south side where the hedge has been cut it was asked if the Clerk could write to the landowner to request being more careful.

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

None

Colin McCormick read out his report, which had also been circulated.

- i. PA 20170243 – a large application (mentioned in 4 above) to be discussed at planned meeting.
- ii. PA 20161390 - Requested follow up on application of 25 houses application on Lower Street – Clerk/VT

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

The notes from the meeting held on 15th February 2017 were circulated. The SUCT lease has been signed and sent off. The Wayleave agreement is all prepared and aligned. The application for the car park extension is being investigated. Martin M has spoken with Lanpro regarding adding security lighting, and requested the list of fixtures and fittings. SUCT had asked for an access gate to be put in. The toilet block is being looked into for costing of replacement and/or refurbishment – funded by the PC.

The date of the next PFMG meeting is 22nd March 2017.

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

Report was received and circulated – no comments raised

10. To consider progress report regarding supporting youth in Salhouse

An update report was requested from YAB, but not received.

Colin T (CT) spoke about his proposal for supporting the School with a building for Fledglings Pre School, which had been circulated prior, and believes this is a good project to support not only the youth but all of Salhouse. CT proposes to give £30k to fill the shortfall for funding from the School. It was agreed that this needs to be looked into further, and taking into account other projects which may occur e.g. ACV's. Clerk to investigate further the scope of the Charity Account monies and the control of the Charity Commission, and advice from NALC. It was agreed to revisit when further information is obtained.

11. To consider 'Plunkett Foundation Call to Action' letter, and action to take if any

It was agreed to postpone until the April meeting, when further details should be available regarding the ACV's. It was discussed that the proposed Bell PH sale and PO ACV bid could be raised at the Annual Parish Meeting. Clerk to speak to Upton PC.

12. To consider Broadland Scrutiny Summary, and survey.

The survey was mentioned with the completion date of 24th March 2017.

13. To consider 'Smoke Free' play area

This was discussed and agreed that as the signs were free they could be put up, however they will not be enforceable, but may act as a deterrent. 4 signs have been ordered, but not received yet.

14. Accounts

i) Approval of Payments

The following payments were approved on the proposal of Colin McCormick, seconded by Julie Redburn;

S J Martin Feb Salary - £593.11 + Expenses £70.60	£693.71
Mr. P. Green - Inv: 818	£178.32
nplaw subscription renewal (previous chq cancelled & re-issued)	£480.00
NALC – Training Cllr. Thomas	£60.00

ii) Monthly bank reconciliation report

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

iii) To approve internal auditor

It was resolved to appoint Catherine Moore as Internal Auditor for 2016/2017

iv) To consider Insurance renewal

v) 3 Companies were contacted to provide quotes, 2 quotes were received and considered. It was resolved to accept the Hiscox 1 year quote through Came & Company at a premium of £743.01. Proposed Julie Redburn, seconded Colin M^cCormick, all agreed.

Clerk to check volunteers are covered by this quote.

vi) To approve maintenance contract renewal for 2017/2018

The parish maintenance contract had been reviewed by Vince Tapp and Colin McCormick and had been circulated. It was agreed that the reference to the bottle bank be removed, not to have the notice boards cleaned on the inside, and terms to be changed to read monthly.

vii) To approve Norse Grounds renewal form for 2017/2018

The PC had received a renewal contract for the playing field, however it was resolved to review the contract and obtain 2 further quotes, and therefore postpone until the April meeting. Clerk to contact Norse and to obtain quotes.

15. To receive correspondence and agree response (if any)

YAB Newsletter (email)

NALC Newsletter (email) with details of change to County Office

BDC Spring Clean

BDC- consultation re notices for Smoke Free play areas

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

There were 2 points raised for consideration;

It was questioned if amenities had been considered for all of the planning applications e.g. school, doctors, infrastructure but discussed that if the applications are approved monies could be received to help pay for these amenities.

Sian Watkins - If there was a large amount of new housing at Rackheath, new schools are planned, which may take children away from Salhouse, which may result in the school's closure. In this case would it be a good investment of PC money?

17. Any items for the next Parish Council meeting to be held on Monday 3rd April 2017 in the Jubilee Hall at 7.30pm

Considerations for spending money:

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Potential intercom for the village hall/defibrillator for a direct line to get the access code/contact the emergency services

There being no further business the meeting closed at 9.26pm