

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Monday 15th January 2018
At Jubilee Hall, Lower Street, Salhouse**

Present: Martin Murrell (Chairman), Bob Cooper, Martin Nudd, Steve Jarvis, Julie Redburn and Nick Ball.

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 5

1. Apologies for absence

Apologies were received and accepted from Colin M^cCormick and Reg Reeve (personal), Andrew Peachment (work commitments).

2. Declarations of Interest in items on the agenda

Martin Murrell and Bob Cooper declared an interest as Trustee on the Salhouse United Charities Trust.

3. Approval of the minutes of the Parish Council meeting of 4th December 2017

The minutes of the Parish Council meeting of 4th December 2017 were approved as a correct record on the proposal of Bob Cooper; seconded by Julie Redburn – all agreed.

4. Chairman's Report, to include consideration to any matters arising, not on this Agenda

A Happy New Year was wished to all.

5. Public Participation and District Councillor and Police reports

- Apologies were sent from the PCSO who was unable to attend the meeting; however it was reported that there were NIL crimes reported in Salhouse during December.
- District Councillor Vince Tapp flagged up the forthcoming consultation on a new Greater Norwich Local Plan. The new plan is to run from 2026 to 2036, and will have significant influence on planning applications during that period. Cllr. Tapp encouraged Councillors and public alike to attend one of the 28 roadshows being staged in the affected areas. Details can be found on <http://www.greaternorwichgrowth.org.uk/planning/greater-norwich-local-plan/> Proposals regarding villages have been put forward by Norfolk County Council planners in which Salhouse is currently defined as a service village. One of the proposals is to cluster villages together and share infrastructure and services. This proposal might have an impact on development for villages that don't have much in the way of services and therefore changing its sustainability situation. Another point the proposal asks for consideration on is whether Norwich wants a Green Belt? There are various proposals for this. The proposal also suggests creating one or two new villages to cover the shortfall of 7200 houses – comments are also asked for on this together with the proposed locations. To submit comments please go to: <http://www.gnlp.org.uk/have-your-say/> The consultation closes on 15th March 2018.
- A member of the public reported cars parking on the pavement on Norwich Road, creating difficulty for pedestrians using the footpath. Clerk to follow up.
- It was also reported about the parking of vehicles in Cheyney Avenue, eroding the grass verges. Clerk has raised this issue with Highways and awaiting advice.

6. Progress reports relating to:

i) SAM2 speed monitoring equipment data report

The report was circulated and a brief discussion was had. The report will be sent onto the Police for reference.

ii) Team Salhouse Report

There was no report this month; only individual litter picking. There will be a litter pick coinciding with the 'National Street Clean' at the beginning of March.

- iii) **Highway and footpath matters – to include Hospital Lane/Bell Lane Right of Way**
 - Highways have contacted the landowner regarding the barbed wire on Footpath 12; awaiting update.
 - Cllrs. Julie Redburn and Nick Ball, along with the Footpath Warden, will investigate further and start the process for the ‘Claiming of Right of Way’ of Hospital Lane and Bell Lane.
 - A parishioner had emailed enquiring if the speed limit on Bell Lane could be reduced to 50mph. Clerk has enquired with Highways; and awaiting a response.
- iv) **War Memorial Report**
No further update at present. The process is ongoing and awaiting a response to questions submitted.
- v) **Mobile Telephone Signal Survey**
1 further response had been received in reply to the survey; totalling 10 responses.
- vi) **Parish Council Website**
No further progress at present. A meeting is to be arranged to discuss options and whether the PC is to have a separate website to the village site.
- vii) **‘Wroxham and back on Foot’ report and consider proposal**
Cllr. Ball presented his report and will work with the Footpath warden on the issues raised and any actions to be taken. Further report at February’s meeting.
- viii) **Any Other Reports**
None

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

i) Planning Applications Received

20172210 – Salhouse Hall, Hall Drive, NR13 6RT – 1: Alterations and Extension to Hall. 2: Conversion of Outbuildings to provide 2 No. Units of Holiday Accommodation

It was resolved to ‘No Objection’; but to ask for a condition to consider making the carriage way a permissive footpath. Question raised as to if the lake will be reinstated, and if so consideration given to land drainage, and also the protection of the trees as within the conservation area.

- The planning report was read out (Appendix 1)

ii) To report on monitoring of the Neighbourhood Plan

Cllr. Jarvis has volunteered to take this task on, however there is no update at present.

iii) To report on Rackheath Development Boundary

Rackheath PC is not in support of this at this time, and is not willing to bear the costs of a referendum. Salhouse PC would like to get this change in prior to the Greater Norwich Local Plan and the forthcoming boundary review date. Further advice is to be sought from Broadland District Council.

iv) Parish Partnership Update

Applications have been submitted for Bell Lane Trod, Trod at Recreation ground, bus stop on Norwich Road and old fashioned signage. Clerk spoke with highways regarding a small Trod at Barn Piece; however too late for this round of applications, but can be applied for next time. The PC may not hear until March if successful.

v) Any other planning matters

None

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

There have been discussions with Heritage and Lanpro regarding the pavilion and an alternative cash offer has been made. Conversations have been had with the Norfolk Football Association (FA) regarding possible future letting of the pavilion; however the internal layout as it currently stands does not meet the standards of the FA. The FA was not consulted on the design. An addition to the lease with Salhouse United Charities Trust for the recreation ground is currently with NPLaw for review. Cllrs. Murrell and M^cCormick and the Clerk have a meeting

with BDC to discuss the various options and seek advice to ensure the PC is compliant with current legislation. A Playing Field Management Group meeting is to be arranged following this meeting with BDC.

9. To consider Greater Norwich Local Plan Regulation 18 Consultation 8/1/18 - 15/3/18

Cllrs. Ball and Redburn will attend one of the local roadshows and ask questions on behalf of the PC. They will produce a recommendation for the PC to consider at the February meeting to then be submitted before the consultation end date of 15th March 2018. Dates of the roadshows and further details are available at www.gnlp.org.uk and will be displayed on the noticeboards and website.

10. To receive Bell Pond Report and make decisions on matters arising, including donation to Bure Valley Conservation Group (BVCG), and action plan to move forward if agreed

Reports from a specialist in eradicating the New Zealand pigmy weed have recommended that the weed should be treated in warmer weather (above 10^oc), and therefore this should be left until March/April. No further conservation works should take place for 30 days; however as this will then be spring for the wildlife it has been proposed by Bure Valley Conservation Group to postpone the conservation until September. The tree works are planned to go ahead on 19th February 2018.

11. To consider Defibrillator's within the Parish

Clerk invited a representative from the East Anglian Ambulance Trust to attend the meeting to give advice and answer questions; however had no response. Clerk to follow up again.

12. Finance

i) Approval of Payments

The following payments were approved:

S J Martin December Salary - (49.25 hours) £499.81 NET & Expenses £38.20	538.01
The Norfolk Pension Fund (£32.78 EE & £128.14 ER)	142.80
Paul Green Invoice 860 (November) and 869 (December)	304.47
The Garden Guardian (Grass Cutting during 2017 inc. VAT £258.00)	1,548.00
Salhouse 2000 (Hall hire Oct-Dec 2017)	90.00
Anglian Water Business Ltd. (National) (Water Recreation Ground)	16.77
	<u>£2640.05</u>

ii) To note monthly bank reconciliation report

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

iii) To consider subscription to Norfolk Playing Field Association

It was agreed to postpone this item until the February meeting.

i) Any other Financial matters arising

None

1 member of public left at 9.07pm

13. Update regarding General Data Protection Regulations (GDPR)

A report from the Clerk regarding GDPR and the recent training course attended had been circulated. The PC needs to appoint a Data Protection Officer (DPO); however still waiting on advice regarding this position. Clerk to look at Data Protection Policy and Terms of Reference.

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

NALC Newsletter and Training course dates

Police Parish Newsletter

Clerks and Councils Direct

TPO 2017 No. 24 (1282)

Broads Briefing

Norfolk Playing Fields Association Subscription

Consultation reminder: Local Plan for the Broads - Have your say!

Annual Town and Parish Meeting Invite

Norfolk County Council Budget Consultation

UK Power Networks - Norwich Roadshow (5 Feb 2018)

Greater Norwich Local Plan Regulation 18 Consultation 8/1/18 - 15/3/18

Parishioner email regarding speeding traffic on Bell Lane

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

Parishioner comment regarding planning application 20172210 Salhouse Hall, that emphasis is needed to ensure that the public footpath no. 14, which crosses the driveway to the hall, remain in good order during building works.

16. Any items for the next Parish Council meeting to be held on Monday 19th February 2018 in the Jubilee Hall at 7.30pm.

There being no further business the meeting closed at 9.15pm

**PLANNING REPORT
TO SALHOUSE PARISH COUNCIL MEETING 15th JANUARY 2018
(correct as of 12th January 2018)**

Planning Applications for Consideration at this Meeting

PA 20172210 – Salhouse Hall, Hall Drive, NR13 6RT

1: Alterations and Extension to Hall. 2: Conversion of Outbuildings to provide 2 No. Units of Holiday Accommodation

Correspondence Received in relation to the above Applications

None

Decisions Advised by Broadland District Council

PA 20172002 – Sunrise Cottage, 5 Upper Street Salhouse NR13 6RZ

Two storey front/side extension and erection of detached garage

SPC Response – **OBJECTION** on Conservation Area grounds

APPROVED 20th December 2017, with amendments to fencing as requested by SPC

Decisions Advised by The Broads Authority

BA/2017/0480 – Works to tree in Conservation Area, south bank of River Bure, Salhouse

SPC Response – **NO OBJECTION**

APPROVED 8th January 2018

Awaiting Decision

PA 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)

SPC Response: **OBJECTION**

PA 20170764 – Equestrian Centre, Lower Street, Salhouse, NR13 6RH

Residential Development for 16 dwellings (Outline)

SPC Response: **OBJECTION**

Planning Committee decision **DEFERRED** for 4 months from 4th October 2017

PA 20172054 - Longacre, Howletts Loke, Salhouse, NR13 6EZ

Erection of 1 No. Dwelling with Attached Garage

SPC Response: **NO OBJECTION**