

**Minutes of the Salhouse Parish Council meeting  
Held at 7.30pm on Tuesday 4<sup>th</sup> October 2016  
In the Jubilee Hall, Lower St, Salhouse**

**Present:** Vincent Tapp (Chairman), Martin Murrell, Martin Thrower, Colin McCormick, Nick Ball, Robert Cooper and Colin Thomas

**In Attendance:** Diana Dring, Locum Parish Clerk

**Members of Public:** 10 and Guest Speaker Cordelia Spalding from Natural England

**161 APOLOGIES, RESIGNATIONS, & CO-OPTIONS.**

Apologies were received from Martin Nudd and Fran Whymark.

Following a brief discussion, Members unanimously agreed to co-opt Robert Cooper and Colin Thomas as Parish Councillors and the Chairman invited them to take their seats on the Council and they duly signed their Acceptance of Office. Both new Councillors to complete Declarations of Interest to be returned within one month.

**162 DECLARATIONS OF INTEREST (Agenda items only)**

The following Declarations of Interest were made;

170.2 Martin Murrell and Robert Cooper as members of Salhouse United Charities

170.1 Robert Cooper in relation to planning application for White Cottage

**163 MINUTES OF PREVIOUS MEETING.**

Following amendment to various typing errors raised by Colin McCormick the minutes of 5<sup>th</sup> September 2016 were approved as a correct record on the proposal of Nick Ball, seconded by Colin McCormick.

**164 CHAIRMAN'S REPORT (not including items on Agenda)**

The Chairman welcomed the Locum Parish Clerk, who would be supporting the Council whilst they recruited a new Clerk following the retirement of the previous Clerk, Daphne Wyatt who he thanked for her 13 years' work for the Parish Council.

The Chairman had no new matters to report and invited other Councillors for comments.

Nick Ball said that he had attended a Northern Distributor Route Workshop and learnt there was to be a temporary diversion route through Salhouse, which could cause a clash with the sugar beet route. Robert Cooper said there used to be an HGV restriction on the road and it would be worth questioning whether that was still in place. Colin McCormick said that there had been a previous discussion about route hierarchy and sign posting with the County Council.

**165 CLERK'S REPORT**

The following progress was noted

- Ball park figure requested for footpath opposite Barn Piece, still not to hand.
- Research showed that the Cambridge Building Society and Nationwide Building Society, will open savings accounts for Parish Councils. Further possibilities on-line to be looked at.
- Bell Lane/Lower Street/ junction –Junction markings. No communication yet from Highways.
- Mattress removal completed from Station Road and nettles etc. cleared at Post Office end.
- Vandalism at Recreation Ground, visited by PCSO Hall who had completed a crime report and reported finding a bell in hedge near All Saints' Church, further investigating is ongoing and Clerk will follow-up.

A reminder was given that the Remembrance Day wreath for 11<sup>th</sup> November would need to be ordered and a member of the Council required to attend and to lay it. Colin McCormick agreed to look into this

**166 PUBLIC PARTICIPATION (Standing Orders suspended)**

No reports from County or District Councillors received

The following public comments were made

- Alexandra Warminger raised the issue of flooding into her property on Bell Lane, which she had emailed to the previous Clerk. Highways have investigated and agreed to clear the drains but the problem has been made worse by a trench being dug from a neighbouring field which drains into the road adding to the problem. Highways suggested the Parish Council write to the landowner to

ask him to drain his field in a more appropriate way. Parish Council agreed to get clarification from Highways, Justin Le May.

- John Fielder commented on the recent article in the EDP newspaper asked how long the village would have to wait for a decent mobile phone signal? He said that this was even more important now that the village was losing their phone boxes.  
The Chairman responded that plans for the new mast on the playing field were going ahead, depending on the land lease agreements, which should fill the gap in mobile phone signal. There was a government drive to increase mobile network coverage.  
The Chairman also confirmed that the Bell was registered as an Asset of Community Value.
- David Benham supported the comments made by Alexandra Warming and emphasised the advice given by Highways that it was illegal to run water onto the road and was subject to a large fine
- Stephen Piper commented that the litter bin the playing field car park had disappeared and asked that the Parish Council should reiterate its objections previously made to the Slad Lane Tea Rooms following recent amendments to the planning application

Cordelia Spalding (Natural England) gave a talk on the current work and future plans for Hoveton Broad  
**Resume Standing Orders.**

## **167 FINANCIAL MATTERS.**

### **167.1 Payments:**

The Parish Council was unable to approve the salary and related HMRC payment submitted by the previous Clerk as the method of calculation was incorrect and needed to be recalculated. The following payments were agreed on the Proposal of Martin Thrower, seconded by Martin Murrell;

2026	Salhouse United Charities -Annual Rent	270.00
2027	Salhouse 2000 - Vodaphone Contract 2016-2017	35.00
2028	Mr. A Musgrove - Vodaphone Contract 2016-2017	35.00
2029	Mr. N. Nudd - Vodaphone Contract 2016-2017	35.00
2030	Salhouse V.C.Primary School – as above	35.00
2031	Mrs. James - Internal Audit	91.00
2032	Norse Eastern Ltd - Final Grass charge	949.63
2033	Mr. P. Green – Invoice 791	315.75
2034	Anglian Water - 20.9.16	25.98
2035	Wroxham Parish Council BT Aug/Sept 11th	45.08
2036	Clerks Final Salary - Oct: 3rd	Cancelled
2037	Clerks Reimbursements	96.49
2038	H.M.R.C. Emplrs.	Cancelled
2039	BDC - Bin payment 537287	333.84
2040	Clerks Final Salary - Oct: 3rd	Cancelled
2041	Clerks Final P.A.Y.E.	Cancelled
2042	Diana Dring -Handover/training 1Sept - Oct 2016	269.82

### **167.2 Monthly Statement of payments, income and bank balances noted**

**167.3** It was agreed to make the same donation as the previous year to the British Legion for Remembrance Day of £50 on the proposal of Colin McCormick, seconded by Nick Ball

**167.4** Copies of the completed Annual Audit 2015/16, with the Auditors final comments were circulated to Members and noted

## **168 CORRESPONDENCE**

Norfolk County Council – A good Education for Every Norfolk Learner.  
BDC –YAB Advisory Board. – YAB News.  
NALC – LAIS1393 – Precept Consultation.

## **169 RECREATION GROUND, INSPECTION**

Clerk to check that the contractor, Paul Green has received instructions and/or whether this matter is in hand

## **170 REPORTS.**

### **170.1.PLANNING.**

#### **Planning Applications Received**

- i. PA20161546 1, White Cottage, Hall Drive, Salhouse - Proposed Sub-division of Site No.1. and the incorporation of a New Detached Dwelling.

Robert Cooper left the meeting while this application was considered.

Colin McCormick had drafted objections to the application, which he read to Members. The objections were based on: the effect of building on the drainage to the lower pond (owned by the Parish Council); the detrimental environmental and visual effect of the building in the conservation area; The properties in the area suffered flooding and drainage issues which needed resolving before further development was allowed; The proposed patio at lower end would attract water; There were boundary issues with neighbouring properties and the development would encroach on the highway boundary; There were also highway issues as the access road was on a hazardous bend.

Following further discussion during which Members supported the objections, it was agreed to object to the planning application and recommend refusal of planning permission. Colin McCormick to send a copy of the objections for the Clerk to forward to Broadland District Council.

- ii. BA/2016/0260; Amended plan 39 Slad Lane, Woodbastwick Change of Use of ground floor to tea room.

Members agreed that there was no need to make further objections to this amended planning application as the Parish Council had already made its view clear. It was noted that there had been an overwhelming 110 objections to the proposal with one supporter.

#### **Decisions Advised by Broadland District Council**

- i. PA20160901 – Recreation Ground, Thieves Lane, Salhouse Erection of replacement Changing room facilities, Storage, Community Clubroom and Toilet Block (Revised proposal) - Heritage Developments Ltd. **CONDITIONAL APPROVAL 2<sup>nd</sup> September 2016**
- ii. PA20161220 - Milestones Hospital, Stonehouse Road, Salhouse, NR13 6EZ New Administration Block **FULL APPROVAL 1<sup>st</sup> September 2016**

#### **Decisions Advised by The Broads Authority**

BA/2016/0228/COND: Haughs End Road Lower Street Hoveton NR12 8JG- Variation of conditions 2, 3, 19 and removal of conditions 7, 11, 12, 20,24 from permission BA/2014/0248/FUL. (Hoveton Great Broad Restoration Project) **CONDITIONAL APPROVAL 27<sup>th</sup> September 2016**

#### **Awaiting Decision**

PA20161419:18a, Station Road, Salhouse- Demolition of old timber garages and erection of Cart Lodge.

PA 20161390: Meadow Hill,90 Lower Street, Salhouse, NR13 6AD- Development of 25 Houses of Mixed Tenure

BA/2016/0260: 39 Slad Lane, Woodbastwick- Change of use of ground floor cottage to tea room (class A3).

- 170.2** A contract is due to be agreed and signed by Salhouse United Charities, the Parish Council and Shared Access for the land lease for the mast on the playing field.

- 170.3** Nick Ball had noticed that the Slow road signs in the village had been removed as a result of road works and had not been replaced such as in Vicarage Lane. He asked the public to let him know if there were other signs removed and he would produce a report for submission to Highways.

- 170.4** The possibility of the sale of the bowling green behind the Bell public house was discussed. Nick Ball commented that there was an issue with Japanese knotweed at the bowling green but this was being dealt

with by a contractor and he felt that the bowling green would be useful for the Parish Council to buy if possible. Colin McCormick agreed and said he would like it to be laid as an open space. It was agreed to make an enquiry about the possibility of buying the land as public open space.

## **171 PROGRESS UPDATES**

- 171.1** As previously reported the arrangements to sign the land lease for the telecoms mast at the playing field were progressing
- 171.2** There had been an issue with a poorly drafted letter drawn up by solicitors NP Law and Fran Whymark was following this up but in his absence, no further information was available. Clerk to follow -up with Fran
- 171.3** Colin reported that the Parish Council was actively trying to find a resolution to the issue of the Hall Drive Ponds not draining properly and resulting flooding. Following a site meeting and a discussion with Norfolk County Council, letters had been sent to immediate property owners by NCC advising them that it was their responsibility to deal with the problem. The residents planned to check out the underground pipework and make sure the drain is clear. A letter had been sent to Broadland District Council about the ditch having been filled in but as approval had already been given, they could take no further action. The Chairman offered to arrange a meeting with the floods officer to discuss the situation.
- 171.4** Footpath report and FP14 improvements had now been completed
- 171.5** It was noted that the Salhouse Neighbourhood Plan was progressing smoothly.
- 171.6** The trod path in Bell Lane was due to start on 3 October 2016 but there had been no sign of work commencing – agreed that the Clerk should follow this up with the highways engineer, Justin Le May.
- 172. CARETAKER’S CONTRACT REVIEW**  
Agreed to appoint a working group to look at the Caretakers contract and review his workload. The Chairman and Colin McCormick volunteered to undertake this
- 173 ADVERTISING AND STREET TRADING POLICY.**  
Members discussed the issue of road-side advertising some of which was popular and people objected to the removal of signs and others which caused a nuisance or obscured roadside visibility. Discussed cars left on verges for sale and questioned whether there was a limit to this. The Parish Council had previously resolved a zero tolerance of advertising notices. The Chairman offered to ask for advice from Broadland District Council about advertising and street trading policy.
- 174. CAMPAIGN FOR THE PROTECTION OF RURAL ENGLAND PLEDGE.**  
Discussed the request from CPRE for Parish Council’s to sign up to the pledge regarding future housing development. Colin McCormick read out the pledge. Members were reluctant to support a national campaign and felt that Broadland District Council had housing planning for the area in hand. On the proposal of Martin Thrower, seconded by Nick Ball, it was unanimously agreed not to support the pledge.
- 175 REVIEW OF CONSERVATION AREA.**  
Colin McCormick advised that Martin Nudd had proposed expanding the Salhouse conservation area to control development but a previous request by the Parish Council had been turned down as the area was considered to be adequate at the time. Martin Thrower suggested deferring this matter but ask the Broadland District Council Conservation Officer to a meeting to discuss the proposal in more detail.
- 176 REVIEW PARISH COUNCIL PROCEDURES AND PROCEDURES.** It was agreed to set up a working group to review Standing Orders, website, council procedures and general practices etc. and report back to the November meeting. Working Group to comprise Chairman, Colin McCormick, Martin Thrower and the Clerk.
- 177 TELEPHONE BOXES**  
Agreed to object to the removal of the telephone boxes in the village. Martin Nudd had proposed and drawn up a response to the Broadland District Council consultation, which was seconded by Martin Murrell and

approved.

**178 LATE CORRESPONDENCE**

None

**179 PUBLIC PARTICIPATION**

- David Benham, Bell Lane, spoke in favour of the Council's objections to the Hall Drive application. He commented on the history of planning applications in the area refused on highways issues related to the dangerous bend. Although this had been smoothed out, the cottage removed and the road made a Broad there was still an issue of speeding cars. He also pointed out that it was an uncluttered conservation area and the development would increase cars and reduce trees.
- Stephen Piper commented on the potential use of the bowling green at the Bell and said that the main issue would be access

**180 COUNCILLORS' INPUT AND ITEMS FOR THE NEXT OR FUTURE AGENDAS**

- Robert Cooper said that the bus shelter on Thieves Lane was overgrown with brambles and the handyman needed to be asked to clear them
- Nick Ball questioned that there was a Community Asset Order on the Bell PH. Martin Thrower assured him that it was an Asset of Community Value (ACV) which had specific legal designation, which required the owners to notify Broadland District Council if they planned any change or to sell it. He asked the public or Members to notify him if they noticed a sign going up.
- Colin McCormick said that he had heard from Panxworth residents that Cantley Sugar Beet factory planned to deliver 7 days a week rather than the usual 6 on a trial basis. It was suggested that Salhouse join with other Parish Councils to object. Following discussion, the Clerk was asked to contact the factory for further information.

Members to contact the Clerk with any items for the next agenda

**181 DATE OF NEXT MEETING AGREED AS WEDNESDAY NOVEMBER 2<sup>ND</sup> 2016, Salhouse V.C. School, Cheyney Avenue, off Lower Street, Salhouse.**

**There being no further business the meeting closed at 9.10pm**