

MINUTES OF SALTHOUSE PARISH COUNCIL MEETING

Held at: Salthouse Village Hall, Cross Street, Salthouse, NR25 7XH on **Monday 18th December 2023** at 7pm.

1. WELCOME TO THE NEW COUNCIL

The 5 Councillors elected on 23rd November 2023 welcomed to Salthouse Parish Council. 3 members signed their Acceptance of Office at North Norfolk District Council, Jonathan Wright and Reg Harris signed theirs prior to start of the meeting.

2. ATTENDANCE

Present: Cllrs Carey Clark, Melandra Curley (chair), Barry Griffin, Reg (Graham) Harris, Maurice Hartnett, Victoria Holliday and Jonathan Wright.

Locum clerk: Aileen Beck Members of the public: 36

Apologies: Eric Vardy

3. DECLARATIONS OF INTEREST AND DISPENSATIONS

Jonathan Wright – allotments and grass cutting

4. MINUTES OF PREVIOUS MEETING

The previous Parish Council Meeting was held on 9th August 2023. Two councillors were at that meeting and save for the spelling alteration from 'Grouse Lane' to 'Grout's Lane' are happy to approve the minutes. The other five councillors were prepared to accept the minutes so that the meeting could continue. Minutes duly approved and signed by the Chair.

5. APPOINTMENT OF LOCUM CLERK

RESOLVED: Aileen Beck appointed as the locum clerk.

6. APPOINTMENT OF A VICE CHAIR

RESOLVED: Cllr Holliday appointed as the vice-chair. Proposer: Cllr Hartnett Second: Cllr Carey

Council RESOLVED to move item 13, public participation, to hear from residents at this point of the meeting.

13. Residents raised concerns regarding various issues concerning the council which were duly noted and addressed where appropriate.

Other concerns were not addressed - questions regarding the chairman's position and calls from two members of the public for her to stand down.

Cllr Holliday, acting as the District Councillor, informed Council of a planning roadshow to be held on 1st February 2024 in Holt.

7. PLANNING

- Planning application PF/23/2553 regarding demolition of farm buildings and erection of 5 dwellings at land to the east of Cross Street, Salthouse, Holt. Clerk informed comments due by 01/01/2024 although notice on site states 17/01/2024. ACTION: Clerk to ask for extension until after next meeting.
- RESOLVED: All planning applications will be considered at a full council meeting, with an extra meeting being called if necessary.
- Since the last meeting, the application PF/23/1695 for Orchard House, Coast Road, Salthouse has been approved.

Cllr Curley was asked about her previous involvement in the planning application - whether she had asked to buy the land. She categorically denied she had done so.

8. FINANCIAL & ADMINISTRATIVE MATTERS

- a. RESOLVED: Signatories on the Barclays Bank account to be updated to remove previous councillors and in their place appoint Cllrs Clark, Griffin and Harris. ACTION: Clerk Signatories on NS&I account need to be updated too.
- b. RESOLVED: The following payments were approved, Cllr Holliday confirming that she has a non-pecuniary interest in the payment to the Norfolk Association of Local Councils as a Board member:

	Description	Net £	VAT £	Gross £
Community Heartbeat Trust	Emergency phone rental	60.00	12.00	72.00
Information Commissioner's Office	annual fee	35.00		35.00
Norfolk Association of Local Councils	Whole council training	57.75	11.50	69.00
Norfolk County Council	Salthouse Estate rent	1,150.00		1,150.00
Norfolk County Council	Salthouse Church Amenity rent	40.00		40.00
North Norfolk District Council	May elections	20.03		20.03
Playsafety Ltd	Annual inspection play equipment	75.00	15.00	90.00
Jonathan Wright	grass cutting June-October 2023	510.00		510.00
Jane Wisson	website (Wix) payments	44.39	8.87	53.26
				2,039.29

- c. RESOLVED: Meeting dates agreed as 15th January 2024, 12th February 2024 and 18th March 2024.
- d. Clerk has spoken to Zurich, Council's insurance company, and no specific additional cover is required for the village event on 21st December 2023 save for a risk assessment by the organisers.
- e. Council noted that amendments are required to the Standing Orders and Financial Regulations, that there is an existing Complaints Procedure and that the North Norfolk District Council Code of Conduct and Publication Scheme should be implemented.
- f. RESOLVED: Clerk to contact Norfolk Association of Local Councils to discuss a whole council training.

9. ALLOTMENTS

The allotment holders are keen to pay their rent and as council was inquorate no invoices were issued. There is concern about an inspection carried out by County Farms of Norfolk County Council who own the land. Clerk has seen emails about the said inspection and their findings to be sent onto councillors to discuss at a later date. All allotments are taken, there is a waiting list for people wishing to have plots, which Cllr Curley will pass onto the Clerk.

Norfolk County Council propose to increase the rent from £2,300 pa to £3,000 pa (paid in two instalments) to take effect from 11th October 2024 and payable from 6th April 2025.

ACTION: Clerk to carry out further research.

10. VILLAGE ISSUES

The following matters arising from the August meeting were discussed:

- a. Village Green: volunteers have approached Norfolk Wildlife Trust for advice in creating a roadside nature reserve and are following suggestion from an ecologist.
- b. Salthouse Heath: Trustees to be invited to a parish council meeting.
- c. Bus Shelter: bus stop moved to a new location so a new shelter was being considered however the stop has now moved back to the Village Green.
- d. Footpath at Cross Street/Grout's Lane: very muddy and slippery, exacerbated by parking along the road.
- e. Speed cameras on the coast road: scheme rejected by Highways department of Norfolk County Council. MP Duncan Baker involved.
- f. Speeding through the village, including purchase of signs agreed at item 8.3 in August 2023: ACTION: Highways Engineer Steve White to be contacted to discuss appropriate signage for the area of outstanding natural beauty and whether 'slow' could be painted onto the road.

- g. Improvements to the pond area – in hand, land by land owners.
- h. Play area – annual inspection completed, volunteer rota to be compiled to undertake regular checks.
- i. Defibrillator – volunteer rota to be compiled to undertake checks.

11. BUDGET

Alterations required to the draft budget proposal for 2024/25 – to be discussed at the next meeting.

12. PRECEPT

To be considered at the next meeting in readiness for submission to North Norfolk District Council by 31st January 2024 once budget agreed.

14. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next Meeting: 15th January 2024

Deadline for requests for inclusion on the next agenda to reach the clerk: 5th January 2024

Items for inclusion on the next agenda:

Communication including council mailings

Mobile phone/broadband coverage

Salthouse Heath – committee to be invited to a meeting to provide an update

Allotments - hedges and brambles need cutting back – refer to Highways

Ivy overgrown on Church Lane footpath – refer to Highways

Meeting closed 9.05pm.

