

SALTHOUSE PARISH COUNCIL

MINUTES OF MEETING HELD ON 12th JANUARY 2026, AT BRITISH COLUMBIA HALL

Present: Cllr C Clark (Chair), Cllr V Holliday (Vice Chair), Cllr S Dawson, Cllr R Dawson, Cllr M Harnett, Cllr B Griffin, Cllr J Wright

Apologies: Cllr E Vardy (County Cllr)

Members of the Public: 10

Minutes taken by: J Phelps (Clerk)

- 1. Welcome all attendees. To consider apologies for absence and to confirm that meeting is quorate.**

All attendees were welcomed by Cllr Clark. The meeting was quorate

- 2. To formally introduce Jane Phelps in her role as Clerk to the Parish Council.**

Jane Phelps thanked everyone for a warm welcome to the Parish Council.

- 3. To consider for approval the minutes of the Parish Council meeting held on 15 December 2025.**

One amendment to the minutes would be required. It should be noted in item 4 of the minutes of 15th December that Iron Road is designated as a Restricted Byway. Jane Phelps would amend the minutes as appropriate. Subject to this one amendment, the minutes were approved by all present as a true record of the meeting. The minutes were signed by Cllr Clark. There were no matters arising.

- 4. To record declarations of interest from members in any item to be discussed and to consider requests for dispensations.**

There were no declarations declared.

- 5. To allow public participation limited to 15 minutes (3 minutes per person)**

There was one parishioner who raised a question on the situation with the Marlpit pond. It was asked if there was any news on the reinstatement of the pond. Cllr Clark confirmed that there were no further updates to share on the topic.

- 6. County and District Reports**

Cllr Clark gave a narrative to some of the points that were contained in the report previously circulated to Cllrs. There were no concerns or questions raised on the topics contained in the report.

Signed by Carey Clark

Chair of Parish Council

Date

Cllr Holliday provided a narrative on her report which has been posted onto the PC webpages.

Topics included:

- Housing & benefits
- Planning and adoption of Local Plan on December 17th 2025 – further details of this can be found at this website [Home | Local plan](#)
- Environment
- Energy saving
- Emergency responses by ambulance services
- Mobile phone signals
- Overnight parking on Beach Road

7. Planning

Details of planning applications as listed in the agenda were shared with attendees. There were no further planning applications to raise.

8. Finance

8.1 It was proposed by Cllr R Dawson that Jane Phelps (Clerk) should be appointed as Responsible Finance Officer (RFO). It was seconded by Cllr Clark. The decision was agreed by all.

8.2 The most recent bank statement was signed by Cllr Carey. There were no payments to approve.

8.3 The proposed budget for 2026/2027 and the Precept sum to be requested was agreed by all.

8.4 There were no further financial matters to raise.

9. Parish Matters

9.1 The football nets were to be installed once there was a suitable window of good weather to do so. It was suggested that there may be signs put in the area to notify people that this was a space for public use. Further discussions to follow.

9.2 Jane Phelps stated that there was a considerable shortfall in income received for allotment rents. Over £2000 was yet to be collected. This would allow for documents to be revised to meet legislation and make management of the allotments more efficient.

Signed by Carey Clark

Chair of Parish Council

Date

9.3 Rents will be reviewed. A review should have been carried out in 2025 as detailed in the current tenancy agreement. A review of rents payable and of the administration of the allotment rental payments would take place in the next few months.

9.4 All documents used in administration of allotments would be reviewed in the next few months.

9.5 There had not been any dates put forward to the Parish Council for the AGM for the Heath Committee. It was agreed by all that a date for the AGM that would be agreeable to the Parish Council would be proposed to the Heath Committee. At the date agreed the Heath Committee would present the audited accounts for their financial year (financial year period of the Heath Committee to be notified to the Parish Council). A date in March to be the preferred option for the meeting.

9.6 The National Planning and Policy Framework reforms
This topic was covered in the report given by Cllr Holliday.

9.7 A vote was taken on the possibility of having a mural in the bus shelter. The majority vote was that this should go ahead, subject to the final sums of funding for the project being identified.

10. Correspondence

Correspondence from Tom Harrison had been received. He had requested a meeting with the Parish Council to discuss a project he is working on. In a reply to him, he had been advised that a meeting with all villagers in the village hall might be a good option to see how opinions are forming in the village community on the project that he is working on for planning consent to be sought. Cllr Dawson would be advising when a booking request for this meeting is received.

11. Date of Next Meeting

Monday 16th March 2026, 7pm at British Columbia Hall

Signed by Carey Clark
Chair of Parish Council

Date