

SALTHOUSE PARISH COUNCIL

To All Members of Salthouse Parish Council

You are summoned to attend Salthouse Parish Council Meeting, which will take place on
Monday 12th January 2026, at 7pm at British Columbia Hall

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Jane Phelps, Clerk to Salthouse Parish Council

AGENDA

1. **Welcome all attendees. To consider apologies for absence and to confirm that meeting is quorate.** Minimum of 3 councillors must be present for meeting to be quorate. Meeting to be rearranged to alternative date if not quorate.
2. **To formally introduce Jane Phelps in her role as Clerk to the Parish Council.**
3. **To consider for approval the minutes of the Parish Council meeting held on 15 December 2025.** To consider matters arising from the minutes (for information only) not included on the agenda.
4. **To record declarations of interest from members in any item to be discussed and to consider requests for dispensations.**
5. **To allow public participation limited to 15 minutes (3 minutes per person)**
6. **County and District Reports**
 - 6.1 To receive any reports/updates from County Councillor and District Councillor (previously circulated)
7. **Planning**
 - 7.1 To receive any planning applications and Decisions
 - PF/25/2135 – Broomstiles, Salthouse, - Erection of overhanging canopy to front door of dwelling – Awaiting Decision
 - PF/25/2669 Bloomstiles, Salthouse, - Detached outbuilding in rear garden to replace existing summerhouse - Pending Consideration
 - PF/25/2406 – Bard Swallow, Purdy Street, Salthouse – Erection of boundary wall and gates, replacement of roof covering on Barn 6 and erection of summer house - Approved
 - 7.2 To receive any applications since the agenda has been published.

8. Finance

- 8.1 To consider the recommendation to appoint Jane Phelps (Clerk) as Responsible Finance Officer (RFO) for Salthouse Parish Council and to reach a decision by vote
- 8.2 To consider list of payments for approval and note bank statement
- 8.3 To consider and agree the proposed budget for 2026/2027 and to acknowledge the Precept sum requested
- 8.4 To receive any other financial matters (for information only).

9. Parish Matters

- 9.1 To receive updates on Sports field and Children's Play Area
- 9.2 To receive updates on use of allotments and payments received
- 9.3 To consider review of allotment rents as specified in current tenancy agreements
- 9.4 To consider updates to allotment tenancy agreements and development of allotment policy
- 9.5 To receive update from Heath Committee and confirmation of a date for the AGM
- 9.6 To consider the National Planning and Policy Framework reforms
- 9.7 To vote on whether the bus shelter should have a mural

10. Correspondence

- 10.1 To receive any correspondence

11. Date of Next Meeting

Monday 9 March 2026, 7pm at British Columbia Hall