

ERPINGHAM with CALTHORPE PARISH COUNCIL

Clerk to the Council: Martin K Campbell Well Cottage, High Street, Southrepps, Norwich, NR11 8AH

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Minutes of the Ordinary Meeting of the Council

held on Wednesday 11th March 2026

Present: Mr Glen Carr, Mr Gerry Cox, Mr Rob Goodliffe (Chairman),
Mr Stephen Green, Mr Richard Reeve and Mr Alan Witham;
in attendance: Cllr S Penfold (NCC) – pt-time, and two members of the public.

1. In the chair Mr R Goodliffe welcomed all present; apologies were received from Mr Bill Goreham.
2. Declarations of interest – none
3. The Council approved the minutes of the Ordinary Meeting of the Council held on January 14th 2026, proposer GCo, all in favour.
4. Matters arising
 - 4.1 Highways matters - (20 mph limit) – *see adjournment*
(School Road) - the Clerk had asked NCC for an update and been advised that the work was scheduled for April onwards, but might be brought forward. WG had reported his contact with the County Councillor following many concerns about the road condition.
(Grit Bin) – the Clerk had progressed this with the Highways Engineer and the request would be considered during the ‘gritting review’ at the end of the winter.
 - 4.2 Paths – (also 8.1)
 - 4.3 Bus shelters – no further update
5. Planning - RG had raised the issue of an occupied mobile home with the District Councillor for further investigation.
6. Finance
 - 6.1 Report -
The Clerk reported that the Information Commissioner had confirmed the Council's Registration for the current year. The next payment to HMRC for paye would include a credit from a previous year. A new instruction to the Council's bank is required to ensure the Clerk's pay Standing Order reconciles with the total payslip amounts for the year (25-26). The November cheque to the Play Inspection Co had not been received by them so the Clerk would re-issue the cheque in April. Roger Canwell had agreed to carry out the Internal Audit again this year in April.
 - 6.2 The Council approved en bloc the following payments due, all agreed:

- Erpingham PCC	£250.00	(cheque 0788)
- Calthorpe Town Lands Trust (Calthorpe Friends)	£250.00	(0789)
- Clerk's expenses (Sep-Feb)	£219.59	(0790)
- Elite Equipment (path clearing)	£990.00	(0791)
- Norfolk PTS, subscription	£223.20	(0792)

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- Clerk's salary [Feb, Mar]	£387.68, £387.68	SO's
- HMRC paye/NIC (due April)	£161.48	Letter

The cheques/letters were signed.

7. Play Area

7.1 Health and Safety - no report.

7.2 Rectification work – the Clerk had reminded M Abbs about their quote with no success, so the Council would revert to the plan for minor works to be carried out. The Council revisited plans to finance the play area in the long term.

8. New Path Project

8.1 To review and progress the new path project – the work had been delayed due to the adverse weather but the hedge/overhang cutting back had been undertaken and the path work was expected to start at the end of the month. The Chairman added that NNDC would need to be advised of the start date and 'closure notices ' would need to be posted.

At this point, the meeting was adjourned to allow Cllr S Penfold to discuss Highways items. A speed limit of 30 mph near the A140 was proposed and the issues around a 20 mph limit in the village were aired. Alternative proposals should be considered. He was apprised of the Council concerns about School Road. He would write to the Highways Engineer about these items and support the Council's request for an additional grit bin. He also pledged a fund of around £750 towards new benches on the path (item 8). The Council thanked him for his support and the meeting resumed.

9. Reports

9.1 Clerk's Report – the Clerk asked the Council to agree the date of the APM, which would be arranged following advice from the Village Hall re 'Wednesday' availabilities. The next scheduled Meeting will be the Annual Meeting of the Council to be held on **Wednesday May 13th 2026**.

9.2 Members' Reports -

WG had advised that the MUGA resurfacing is due for May; replacements defibrillator pads are on order.

RG advised that he would ask if a substitute can be sent to the Aylsham TC chairmans' meetings; also that Calthorpe Town Lands Trust are considering a location for a defibrillator.

With no other business the meeting closed at.20.45.

Signed Chairman May..... 2026