

# ERPINGHAM with CALTHORPE PARISH COUNCIL

Clerk to the Council: Martin K Campbell Well Cottage, High Street, Southrepps, Norwich, NR11 8AH  
Telephone: 01263 834551 Email: clerk@ec-pc.norfolkparishes.gov.uk

## Minutes of the Ordinary Meeting of the Council

held on Wednesday 8th July 2026

Present: Mr Gerry Cox, Mr Rob Goodliffe (Chairman), Mr Bill Goreham, Mr Stephen Green, Mr Richard Reeve and Mr Alan Witham; and two members of the public.

1. In the chair Mr R Goodliffe welcomed all present; apologies were received from Mr Glen Carr.
2. Declarations of interest – none
3. The Council approved the minutes of the Annual Parish Meeting held on May 27<sup>th</sup> 2026, proposer WG, all in favour; and the Council approved the minutes the Annual Meeting of the Parish Council held on May 27<sup>th</sup> 2026, proposer RR, all in favour.
4. Matters arising
  - 4.1 Highways matters - village sign – the Clerk had met with the NCC technician had specified the correct location for the sign. The Clerk had followed up with NCC about a new grit bin for Jubilee Close and awaited a reply.
  - 4.2 Paths – (also 8.1) the Clerk was asked to ascertain from the County Councillor if the promised funds would still be available.
  - 4.3 Bus shelters/bin replacement – the condition of the bin at the southbound bus stop was poor so the Clerk would investigate a replacement. He would notify Alby-with-Thwaite pc about a similar problem with the northbound one.
5. Planning – no business
6. Finance
  - 6.1 Report - the Clerk reported that PKF Littlejohn has acknowledged the Council's AGAR submission for exemption so completing the process for this year. The Norfolk alc banking enquiry has provided a complicated response. The Clerk advised that a new 'mileage' rate applied from April 1<sup>st</sup> 2026 so the next expenses would incorporate this. He had asked the MUGA group for the electricity contribution for 2025-2026, and the Football Club for their contribution. A HMRC paye/nic payment is due this month. The MUGA group had made a contribution to Council funds of £4231.50.
  - 6.2 The Council approved en bloc the following payments due, proposer RR, all agreed:

|                                             |          |                 |
|---------------------------------------------|----------|-----------------|
| - E.ON, electricity                         | £57.08   | (cheque 0246) * |
| - Simons Landscaping, MUGA resurfacing      | £5077.80 | (0247) *        |
| - Erpingham /Calthorpe Vill Hall, room hire | £120.75  | (0248)          |
| - Kevin Richardson, grass cutting           | £237.00  | (0249)          |
| - HMRC, paye + nic                          | £287.94  | letter          |
| - Clerk's salary [Jun,     ]                | £387.68  | SO              |

The letter and cheques were signed ( \* signed outside the meeting)

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## 7. Play Area

7.1 Health and Safety report and rectification work – no report, but a working party had carried out ‘weeding’ for which the Council offered sincere thanks.

## 8. New Path Project

8.1 To review the new path project – update on path furniture, equipment etc.

Bench – location agreed near Eagle Road - permission required from NNDC; seat funded by A Amies, installation by parish council

Dog bin – in hand.

Kestrel box – to be addressed.

Table tennis table – RG has this in hand and the Council agreed purchase, approx. £4000,

8.2 To consider the acquisition of NNDC land adjacent to the new path - Following a proposal by RR the Council agreed to pursue the acquisition of the land adjacent to the new path. RG would submit the application form. If the transfer opportunity is confirmed the Council would address legal representation, transfer costs, maintenance, budgeting, a risk assessment, acknowledging that the scheme places a new responsibility on the Council.

## 9. Reports

9.1 Clerk's Report – the Clerk advised that NCC had removed ‘local’ budgets from their members so offers of NCC funding would not continue. The next meeting is scheduled for Wednesday 9<sup>th</sup> September 2026.

### 9.2 Members' Reports –

AW advised that the Agincourt memorial would seek support funds from the Parish Council, so the Clerk would place this on the next agenda.

GCo advised that he was working on updates for the website and sought any further relevant information.

WG advised that the SAM signs would return shortly and that there are now three defibrillators in the parish. SNAP now has a system for rapid tracing of anyone who has been registered in their records. The Hub would be hosting basketball for children in the summer holidays.

With no other business the meeting closed at 20.40.

Signed ..... Chairman

September..... 2026