

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 9th September 2026

Present: Mr Gerry Cox, Mr Rob Goodliffe (Chairman), and Mr Alan Witham; with Cllr C Ringer (NCC) p/time and one member of the public.

1. In the chair Mr R Goodliffe welcomed all present; apologies were received from Mr Glen Carr, Mr Bill Goreham, Mr Stephen Green and Mr Richard Reeve.

The meeting was adjourned to hear from Cllr Callum Ringer, who introduced himself and updated the Council about NCC matters; he and the Council continued by identifying all the areas of current interest to the parish. He would attempt to obtain the £750 for a seat identified by his predecessor in March 2026. The 'Erpingham' sign, the damaged milestone and the verge cutting programme would all be followed up. The proposed 20 mph limit was aired and could be discussed with the Highways Engineer when he does a visit to review speed/accident potential at the junction of The Street with the A 140. Costs including a feasibility study were usually for the parish council to fund. The meeting resumed.

2. Declarations of interest – none

3. The Council approved the minutes of the Ordinary Meeting of the Council held on July 8th 2026, proposer AW, all in favour.

4. Matters arising

4.1 Highways matters – the replacement of the Erpingham village sign is awaited; NCC have not yet finished their winter so advice re the grit bin in Jubilee Close is still awaited,

4.2 Paths – (also 8.1)

4.3 Bus shelter, waste bin replacement (A 140 southbound) – this has now been received and Installation and removal of the existing bin has been arranged.

5. Planning - no business

6. Finance

6.1 Report - the Clerk had initiated the Digital AGAR electronic registration, which if used in 2027 will save the Council the audit fee for that year. The MUGA electricity and Football Club funding contributions are awaited. The payment of a proforma invoice for the waste bin had been authorised as had a new instruction to the bank to address non-transmission of the HMRC July payment. The Council had received advice of a 3.3% pay award to Clerks; this had been advised to the payroll service, a back-pay payment was due and a letter had been prepared for the bank to up-date the standing order. The Clerk had worked with WG to print the new version of the Parish Information pack.

6.2 To consider support for the Agincourt Memorial – AW gave an up-date on the progress of the planned memorial (a wood carving) and the Council decided to set aside £1000 to support the proposal, proposer GCo, all in favour.

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6.3 The Council approved en bloc the following payments due:

- HMRC, paye + nic	£290.66	(letter) *
- MelbaSwintex, waste bin	£335.72	(letter) *
- NNDC, printing	£193.00	(cheque 0250)
- Clerk's expenses [Mar-Aug]	£517.77	(0251)
- Streetmaster, new seat	£740.00	(0252)
- Clerk's back pay	£66.14	(0253)
- Clerk's salary [Jul, Aug]	£387,68, £387.68	SO's

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

7. Play Area

7.1 Health and Safety report – nothing to report

7.2 Other work – still in hand

8. New Path Project

8.1 Additional items for the new path – update – the delivery of the seat is now awaited, installation would be by the parish council. The seat cost is to be by private donation. Arrangements for the dog bin are in hand with information from Serco (installer) and Broadland Housing (landowner) awaited.

Kestrel box – to be addressed.

Table tennis table – RG has this in hand and would be purchased shortly.

8.2 Adjacent land acquisition from NNDC - the Chairman had submitted the application to NNDC and a response is awaited.

9. Reports

9.1 Clerk's Report – the Clerk advised that there would be *half-marathon* road closures for about 2 hours in the morning on October 18th (affecting Eagle Road, The Street and Scarrowbeck). NNDC are conducting a 'connectivity survey' – link available from the Clerk – closes 15/9. Norfolk Police have on-line drop-in sessions for which the Clerk has the registration link to be included. The NCC parish partnership scheme continues in 2027-28 with deadline for submissions on 1/12/26. The next scheduled meeting is set for Wednesday 11th November 2026. The Clerk would arrange for the Remembrance Sunday wreath to be obtained.

9.2 Members' Reports

- (from WG) – the Parish Information booklets will be circulated later this month, with spares in the churches and Village Hall. The SAM signs have returned to the Parish. The defibrillators are checked weekly and emergency-ready. He is willing to represent the Parish Council at Erpingham's Remembrance Service and he provided sight of the MUGA 'check' records. In open session the Council heard that the Village Hall is arranging for their information to be up-dated on the website, that there are some parking issues which they are addressing and that their next meeting is on 14/9. With no other business the meeting closed at 20.45.

Signed Chairman November..... 2026