

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 Annual Meeting of the Council held on Wednesday 8th May 2013 in the Village Hall, Erpingham

Present: Mr D Clayton, Mr R Daniels, Mr B Foord, Mr R Goodliffe (Chairman),
Mr A Witham; in attendance: J Timewell (NCC) and 3 parishioners

1. In the absence of the Chairman Rob Goodliffe took the Chair with apologies being received from Mr N Smith, Mr R Daniels and PCSO A Spinks.

2. Procedural items:

2.1 Election of Chairman; N Smith was proposed by RG and seconded by AW as Chairman and was re-elected nemcon.

2.2 The Clerk would arrange for Mr Smith to sign his Declaration of Acceptance. RG continued in the Chair.

2.3 Vice-Chairman election; DC proposed R Goodliffe as vice-Chairman and he was elected nemcon.

2.4 Representatives were agreed for Village Hall Committee (RG), MUGA project (AW)

3. Declarations of interest – AW as member of the MUGA project team.

4. Finance

4.1 The Accounts for 2012-2013 had been circulated to members and were adopted, proposer DC, all in favour.

4.2 Sections 1 and 2 of the Annual Return 2013 had been circulated to members and were approved, proposer DC, all in favour.

4.3 The Budget for 2013-2014 had been circulated to members and was adopted, proposer DC, all in favour.

4.4 Mr K Benford was re-appointed as Internal Auditor for 2013, proposer DC, all in favour.

4.5 The Clerk was re-appointed Responsible Financial Officer, proposer DC, all in favour.

4.6 The following payments due were approved by the Council en bloc, proposer BF with all

in favour:

- NALC, annual premium	£134.05	(cheque 0354)
- Broker Network, annual insurance	£285.16	(0355)

The cheques were signed.

5. The minutes of the Ordinary Meeting of the Council held on March 13th 2013 and of the extra-Ordinary Meeting of the Council held on April 23rd 2013 were approved, and signed.

6. Matters arising

6.1 NCC - Highways matters – previous items had been acknowledged by NCC; the clerk was asked to follow up the item requesting kerbing in The Street.

6.2 Village sign (Calthorpe) – RG advised that a design is in progress.

6.3 Footpaths – the ‘waste dumping’ item raised had been acknowledged by NCC, but passed to NNDC.

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6.4 NNDC – Energy Box – nil further

7. Planning

7.1 Mr Mrs Gaskins, roof alteration at 1 Birch Court (13/0042) – the Council had no objection but indicated its concern about the impact of overlooking the adjacent property.

7.2 Mr W Couzins, annexe change to holiday accommodation, Field View, Eagle Road (13/0371) – the Council had no objection.

7.3 Mr G S Cox, garage block & studio, The Limes, The Street, Erpingham (13/0383) – the Council had no objection.

7.4 Mr Mrs Carr, extensions at 21 Jubilee Close (13/0185) – development permitted.

8. Multi-Use-Games-Area (MUGA) project; to consider any on-going issues requiring a Parish Council decision. The Council reviewed the current position and the following points arose:

1) The Clerk would provide RG and DC with the payment schedule to assist with their monitoring of the project.

2) RG would progress the application to discharge the planning conditions – landscaping, fencing colour and lighting – and include any variations in the original application which were not known at the time; it was agreed that the council would pay the appropriate fees (to secure the 50% rate).

3) The proposed agreement with the Village Hall Management Cttee was discussed and RG would give comments/suggestions to the Clerk who would circulate papers to members for consideration at the July meeting.

4) The Clerk would contact Power Networks re their electricity supply quotation (£4698) and once this is re-addressed to the Council, DC proposed an order be progressed, all in favour.

5) The Clerk had circulated correspondence about the future cost of running the MUGA which the Council discussed but had no concerns at present as to the ability to fund it.

9. Clerk's and Members' Reports

9.1 Clerk's report – the Clerk advised there was interest in inviting a senior member and officer from NNDC to attend a Parish Council meeting so he was asked to arrange this. He had received advice that the 'newcomers guide' would need a new co-ordinator so he was asked to link this to the website and circulate the current version to members. Following Ms G Thorne's resignation he had advised NNDC and notices for a Vacancy would be posted shortly.

9.2 Members' reports –

BF asked about the Community Speedwatch scheme and asked the Clerk if the mobile speed indicator device he had seen in Colby can be brought to Erpingham. The Clerk would contact the PCSO.

AW suggested the Council identify some footpaths which should be kept clear so the Council can take proactive action.

With no further business in Open Session the meeting closed at 20.35.

Signed

Chairman

Date..... July 2013