

ERPINGHAM with CALTHORPE PARISH COUNCIL

Clerk to the Council: Martin K Campbell Well Cottage, High Street, Southrepps, Norwich, NR11 8AH
Telephone: 01263 834551 E-mail: nnparishes@tiscali.co.uk

Minutes of the Ordinary Meeting of the Council held on Wednesday 11th January 2012 in the Village Hall, Erpingham

Present: Mr D Clayton, Mr R Daniels, Mr B Foord, Mr R Goodliffe, Mr N Smith (Chairman),
Ms G Thorne, Mr A Witham; in attendance: Cllr D Clarke (NCC).

1. The Chairman welcomed all those present.
2. Declarations of interest – none.
3. The minutes of the Ordinary Meeting of the Council held on November 9th 2011 were approved, proposer DC, all in favour, and signed.
4. Matters arising
 - 4.1 NCC - Highways matters; NCC had responded to the Clerk about the Council's concerns over the footway opposite the Erpingham Arms and were active in the matter.
 - 4.2 Village sign – NCC had asked for a site meeting to confirm that the proposed location for the Erpingham sign is on NCC land. The Clerk would arrange with NS and DC attending. DC reported on the progress of the design of the sign. RG gave an up-date as to the proposed sign in Calthorpe, including siting options.
 - 4.3 Footpath maintenance; the Clerk had placed on circulation the new NCC policy; the Erpingham WI had confirmed to the Clerk that they were keen to be involved in any monitoring or maintenance activity on footpaths.
5. Planning
 - 5.1 Mr R Broadbent, refurbish barn/outbuildings, Wolseys Farm, West End (2011/1371) – the Council had no objection, and the work could proceed.
 - 5.2 Other planning matters; section 106 award; the Clerk had given an undertaking on behalf of the Council to NNDC that the award funds would be used only for sport or leisure within the parish. A payment of £3000 had since been received and banked. The Chairman proposed and the Council agreed that there should be a two-month consultation period leading up to the Annual Parish Meeting to be held on March 14th 2012. Any group with sport/leisure involvement in Erpingham or Calthorpe could bid for these funds or a share of them. The Council would endeavour to broadcast this process as widely as possible.
6. Finance
 - 6.1 Finance report – the Clerk had requested a contribution for grass cutting charges from the football club.

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6.2 To consider making awards to local organisations; the Council had received a request from the N Walsham CAB for support and reported 74 enquiries from the parish in 2010/11; accordingly the Council decided to award them £75, proposer RD, all in favour.

6.3 The following payments due were approved, proposer RD , all in favour:

- NNDC, uncontested election charge	£73.51	(cheque 0322)
- Information Commissioner, annual renewal	£35.00	(0323)
- SLCC, annual subscription (25% share)	£30.75	(0324)

The cheques were signed.

7. Parish Council administration

7.1 To review the Standing Orders of Erpingham with Calthorpe Parish Council – these had been circulated to members and the Council; on planning applications it was agreed that there would be greater discretion for a member to seek local comment prior to completing the comment sheet. The Council considered how best to incorporate the views of the public during Council meetings. No change was thought to be required to the Standing Orders which leave it to the Chairman to determine when a break in the meeting is appropriate. The Clerk would make the necessary revision to the Standing Orders and present these for adoption at the next meeting.

7.2 To consider the creation of a website for the Parish Council – the Clerk outlined how he had been working on a similar project for Walcott over the last year. He encouraged those with internet access to look at this as an example and make any comments which might be pertinent to Erpingham with Calthorpe. The Council asked the Clerk to proceed and present cost estimates at the next meeting.

8. Clerk's and Members' Reports.

8.1 Clerk's report – Clerk's report - the Clerk advised the Council of meeting dates for this year, being:

March 14th 2012 (inc the Annual Parish Meeting)

May 9th 2012 - July 11th 2012 - September 12th 2012 - November 14th 2012

The Clerk passed a computer disk of all 2011 Council computer work to the Chairman as a back-up; he confirmed that RD would contact NNDC over the missing Interests Form.

8.2 Members' reports –

RG asked if any volunteers for Community Speedwatch scheme had come forward; in the absence of any, the APM was seen as an opportunity to promote the idea more widely.

RD asked the Clerk to chase up the provision of a 'no HGV' sign for Blacksmiths Lane.

In open session the Council was briefed by Cllr DC on the additional grant for NCC, to be directed to youth services and highways. She advised that the B1145 at Felmingham was due to be closed for some weeks. The meeting closed at 20.40.

SignedChairman

Date March 2012