

# 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 14th November 2012 in the Village Hall, Erpingham

Present: Mr D Clayton, Mr B Foord, Mr R Goodliffe, Mr N Smith (Chairman),  
Ms G Thorne, Mr A Witham.

1. The Chairman welcomed those present with apologies for absence being received from Mr R Daniels.

2. Declarations of interest – DC for item 6.4 (payments)

2a. Emergency Procedural Item: The Chairman explained that the Localism Act 2011 did not give the members dispensation to discuss the setting of the precept as they had a disclosable pecuniary interest as Council Tax payers. The Council agreed to authorise the Clerk, as Chief Executive Officer, to grant dispensation to members of the Council until May 2015 to discuss and decide matters in which the members have DPI (disclosable pecuniary interest). The Clerk stated that all members of the Council would have that dispensation.

3. The minutes of the Ordinary Meeting of the Council held on September 12th 2012 were approved, proposer DC, all in favour, and signed.

#### 4. Matters arising

4.1 NCC - Highways matters – the Clerk had asked NNDC to remove litter from High noon Road, which had been done. He would follow up with NCC the outstanding item of the overgrown path opposite the Erpingham Arms.

4.2 Village signs – Calthorpe – RG advised that the design was in progress and the provision of a seat was in hand. The Clerk would submit the ‘street furniture’ approval request.

4.3 Footpaths - the Clerk had circulated a recent NCC advice on their care of the footpath network and how any maintenance needs can be flagged up. He would alert NCC to the broken finger post near ‘The Ark’.

4.4 Parish Council website – RG and GT with the Clerk had met before the meeting and agreed that the project would progress, with the Clerk beginning to structure the ‘off-the-shelf’ product arranged through NALC and NCC. Cost would be incurred for domain names and time worked.

#### 5. Planning

5.1 Mrs L Warner, sun lounge at Ash House Barn, School Road (12/0624) – this application had gone to the planning committee and had now been permitted.

5.2 N Palmer, extension/porch, 16 The Street, Calthorpe (12/0636) – application permitted.

5.3 C Ching, extension at 25 Lowlands, Calthorpe (12/1095) – the Council has no objection.

5.4 Mr Mrs A Knight, extension at 19 Jubilee Close, Erpingham (12/1152) – the Council has no objection.

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5.5 In other planning business the Chairman relayed to the Council the outline plan for the Village Hall to be extended to provide additional facilities for the Football Club, for which the Committee sought Parish Council approval before submitting a formal application. It was clear that more discussions were needed, so Clerk would place an item on the January agenda to facilitate a formal reply.

## 6. Finance

6.1 Finance report; the Clerk confirmed that the precept (second-half) had been received. The Clerk explained to members that if the Council holds MUGA grant monies then costs may be incurred by the Council for external auditing charges which from next year will be income related.

6.2 The Clerk had circulated an updated budget for 2012-13 and first draft budget for 2013-14; these were discussed and accepted by the Council.

6.3 Precept for 2013-14; the Parish Council decided to set the precept for 2013-14 at £6650, proposer RG, all in favour.

6.4 The following payments due were approved, proposer GT, all in favour:

- D Clayton, sign materials	£13.93	(cheque 0345)
- Norse, grounds maintenance	£332.56	(0346)

The cheques were signed.

## 7. Clerk's and Members' Reports.

7.1 Clerk's report – the Clerk had no further items to report.

7.2 Members' reports –

NS had received an appeal letter from Griffon and as there was also an appeal from N Walsham CAB on circulation with members the Clerk would place a review of grants on the January agenda.

RG raised the concerns of the Village Hall Committee about the ditch at the edge of the newly acquired land.

AW asked about progress in installing a defibrillator at the Erpingham Arms.

NS asked the Clerk to enquire of NCC about the possibility of having direction signs to the Village Hall near the Erpingham Arms and on the A140.

There being no further business the meeting closed at 20.45

Signed .....

Chairman

Date..... January 2013