

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: nparishes@tiscali.co.uk

Minutes of the Ordinary Meeting of the Council

held on Wednesday 14th May 2014 in the Village Hall, Erpingham

Present: Mr D Clayton, Mr R Daniels, Mr B Foord, Mr N Smith (Chairman),
Mr P Watson, Mr A Witham and 3 members of the public.

1. The Chairman welcomed all those present; apologies were received from Mr R Goodliffe, Cllr J Timewell (NCC) and PCSO A Spinks.

2. Procedural business

2.1 Election of Chairman - Norman Smith was proposed as Chairman by AW, and seconded by DC; he was duly elected, nemcon.

2.2 Mr Smith signed his Declarations of Acceptance of Office.

2.3 Election of vice-Chairman – RG was proposed as vice-Chairman by PW and duly elected.

2.4 The Council agreed representatives for:

Village Hall Committee and Erpingham School – deferred; MUGA project - AW

3. Declarations of interest – there were no declarations of interest

4. Finance

4.1 The Accounts for 2013-2014 – these had been circulated to members and were adopted by the Council, proposer DC, all in favour. The Accounts and the Cashbook were signed.

4.2 Sections 1 and 2 of the Annual Return 2014 – these had been circulated to members and were approved by the Council, proposer PW, all in favour, and signed.

4.3 The Budget for 2014-2015 - this had been circulated to members and was approved by the Council, proposer DC, all in favour; from the Chair NS paid tribute to the Clerk's work during last year to ensure the finances for the MUGA were managed smoothly.

4.4 Internal Auditor -Mr K Benford was re-appointed as the Internal Auditor for 2014, proposer RD, all in favour.

4.5 Responsible Financial Officer - the Clerk was re-appointed as the Council's Responsible Financial Officer proposer DC, all in favour.

4.6 The following payments due were approved en bloc by the Council, proposer DC all in favour:

- Safe and sound, stage 6	£4848.00	(cheque 0419)*
- EwC Village Hall, hire	£33.00	(0420)*
- E.ON, electricity	£26.72	(0421)*
- NALC, annual premium	£136.19	(0422)
- Broker Network, insurance premium	£776.70	(0423)

The cheques were signed (* signed outside the meeting).

5. The minutes of the Ordinary Meeting of the Council held on Wednesday 12th March 2014 were approved and signed.

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

14.05.14

page 2

6. Matters arising

6.1 NCC - Highways matters – nil further to advise; members noted the request for a road improvement at Calthorpe should be considered along with a current planning application (see item 7.1)

6.2 Village signs – Calthorpe – nil further.

7. Planning

7.1 Mrs J Cooper, conversion of workshops to residential, access (14/0350) – the Council had no objection but gave comments on access issues.

7.2 Extensions at Laurel Cottage, School Road (14/0438) - the Council had no objection.

7.3 Mrs J Lewis, notification barn to residential, The Sheepfold, Windmill Farm (14/0503) – on circulation.

7.4 Ms Mr Adams, Payne, extensions at By The Way, Eagle Road, Ingworth (14/0261) – application permitted.

8. To review the re-design of the Parish Council website

PW advised that the Council's website had been completely revamped and alongside Parish Council business featured events, local groups, facilities, the MUGA and Agincourt 2015. All interested parties were asked to check their information and advise changes by 'posting a comment'. PW sought action pictures for the MUGA and the Council agreed that £50 could be spent, if necessary, on obtaining a particular MUGA picture. The Council thanked PW for all his hard work.

9. Clerk's and Members' Reports

9.1 Clerk's report – the Clerk advised his holiday dates; the next meeting would be on July 9th 2014.

9.2 Members' reports -

The Council heard that the hedge opposite the Erpingham Arms had been cut back.

DC advised that the grass cutting was now satisfactory.

AW asked if the centre section of the Village Sign would be redesigned by the school for Agincourt 2015.

In open session the Council heard that the 'walking football' at the MUGA would be featured in Active Norfolk this year. The Rural Run is scheduled for September 14th. The Chairman gave the Council an update on the defibrillator operation and training. From the NNDC, he told the Council about the N Norfolk Community Awards and recommended two nominations should be sent from the parish.

The meeting closed at 20.40.

Signed

Chairman

Date..... July 2014