

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 6th September 2017 in the Village Hall, Erpingham

Present: Mr D Clayton, Mr G Cox, Mr W Goreham, Mrs C King, Mr N Smith (Chairman), Mr A Witham and 1 member of the public.

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

2. Declarations of interest - none

The meeting was adjourned to hear a report from Janet Shaw, C T Baker, Holt about the mobile Post Office service; she described the full range of services available including banking, insurance and financial advice. In the discussion she offered to endeavour to switch the day to Wednesday (coffee morning) and to provide more publicity for the weekly facility. The Chairman thanked her for coming to the meeting, which resumed.

3. The minutes of the Ordinary Meeting of the Council held on July 12th 2017 were approved, proposed DC, all agreed, and signed.

4. Matters arising

4.1 NCC - Highways matters - the Clerk had passed all items to NCC and action or a reply was awaited; Councillors were keen to pursue a mobile 'SAM' speed monitor and the Clerk would gather more information and consult with highways. He would pass on to the school a concern about the unofficial 'one-way' system operating at school time.

4.2 Village sign – Calthorpe – this was near readiness and the Clerk would contact NCC about assistance with its installation.

4.3 NNDC, dog bin collection – the Clerk had advised NNDC about the overfull bin which had been collected, but the problem had reoccurred.

5. Planning

5.1 Sky Cottage, Aldborough Rd, Calthorpe, domestic outbuilding (17/1201) – the Council had no objection.

5.2 Broadland Housing, Eagle Road development - street lighting – the Clerk had advised NNDC that street lighting was not required.

5.3 Parish Council – MUGA consent conditions – the Council considered the position and asked the Clerk to take no further action.

5.4 Any other planning business, inc future developments – NS advised the Council that there was still development space in Erpingham and he suggested more retirement bungalows; others thought the priority should be affordable housing for the next

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generation. All members took part in discussions which recognized that this was a complex issue that affected the wider community.

6. Finance

6.1 Finance Report – the Clerk had posted the ‘Notice of Conclusion of Audit’ as required under the Transparency code. He had submitted an application for this year’s Transparency Code grant (£279) which he understood may be the last. NS advised the Council that costs were incurred to maintain the defibrillator for a new battery and maintenance. Barclays were to close their Cromer branch; the CAB had sent an appeal letter.

6.2 Report of the completion of the External Audit – the Auditors had completed their work following an amendment being supplied by the Clerk.

6.3 The following payments due were approved en bloc, proposer AW, all agreed:

- E.On, electricity	£58.54	(cheque 0515) *
- Mazars, audit fee	£150.00	(0516)
- Clerk’s expenses (6 months)	£211.31	(0517)
- Defibrillator check + battery	£354.00	(0518)
- Ladywell A/c servs, paye	£72.00	(0519)
- HMRC, paye	£180.80	(0520)

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

7. Clerk’s and Members’ Reports

7.1 Clerk’s report - the Clerk advised that he would be attending training sessions in October and November to ensure the Council is compliant when the new General Data Protection Regulations are brought in next May and to better understand the Council’s need to have HR and other policies in place. The Clerk advised his holiday dates.

7.2 Members’ reports/defibrillator monitoring

NS outlined the maintenance needs of the defibrillator, following concerns that it may not have been operable; a volunteer would check it regularly and there were now plans for a local training session for volunteers who would have access to the machine.

GC expressed his concerns over driving difficulties on The Street as it approaches the A 140 - the Chairman offered to follow this up with the County Councillor.

WG asked about the Section 106 payments following developments approved – this was expected to be c£4000, after completion.

AW told the meeting about the forthcoming Ingworth Trosh.

CK reminded the meeting that the Lodge Lane drainage issue is still unresolved.

NS advised that the ‘newcomers’ booklet was being updated.

NS reported that the grass on the Broadland Housing proposed development site was very long so the Clerk would report this, including the hazards, to NNDC as owner.

With no further business the meeting closed at 21.20.

SignedChairman Date..... November 2017