

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 8th March 2017 in the Village Hall, Erpingham

Present: Mr D Clayton, Mr G Cox, Mr W Goreham, Mr N Smith (Chairman), Mr A Witham;
in attendance: one member of the public.

1. The Chairman, welcomed all those present; and apologies were received from Mr R Goodliffe and Mrs C King.

2. Declarations of interest – none

3. The minutes of the Ordinary Meeting held on January 11th 2017 were approved, proposer GC, all in favour, and signed.

4. Matters arising

4.1 NCC - Highways matters; no site meeting with the Highway Engineer had been arranged to cover outstanding issues since he is only recently been in situ; however the pothole by the A140 is filled and the hedge opposite the Erpingham Arms had been cut. Information on Lodge Lane is awaited. The Clerk would alert NCC to the need to cut back Blacksmiths Lane at the beginning of the season.

4.2 Village sign – Calthorpe - nil further

4.3 NNDC – nil further

5. Planning

5.1 There were no current planning applications.

5.2 Other planning business (new consultation procedures from 1.4.17) - the Clerk issued guidelines to assist members using the new procedure.

6. Finance

6.1 Finance report –

(Pensions Regulator) the Clerk advised that the Council had completed its Declaration of Compliance which had been acknowledged by the Pensions Regulator.

(Website) The Clerk had renewed the Council's website domain name registration.

(ICO) The Clerk had received the Council's Certificate of Registration, valid until January 2018, from the Information Commissioner.

(PAYE/Clerk's pay) The Clerk advised that a PAYE payment would be required, with amended standing order to complete the PAYE year, and reflect the pay review.

(CGM) The Clerk advised that he had found that CGM had made duplicate demands for the grass cutting service. This had been investigated and CGM were to make a payment to the Council to reflect the overpayment. A quotation had been received to cut the Bowls club hedge, which the Council would revisit at the May meeting.

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6.2 To consider the grass cutting contract for 2017; following a proposal from DC the Council agreed to award the contract to K Richardson for 2017, all in favour. The Council further agreed that the Football Club contribution for 2016 should be unchanged.

6.3 To consider a request for financial support for 'Keeping-In-Touch' – the Council agreed to make a contribution of £100, proposer AW, all agreed.

6.4 Amended bank standing order for March/April 2017 to reflect PAYE/review – the Clerk had prepared a letter for the bank which was agreed and signed.

6.5 The following payments due were agreed en bloc, proposer AW, all in favour:

- E.ON, electricity	£61.65	(cheque 0494) *
- Erpingham Village hall, room hire	£130.00	(0495) *
- HMRC, PAYE	£27.00	(0496)
- Norfolk CAB donation	£75.00	(0497)
- Erpingham PCC donation	£100.00	(0498)
- NNCT donation	£50.00	(0499)
- CGM, grass cutting (Jan)	£124.28	(0500)
- Clerk's expenses (Sep-Feb)	£198.89	(0501)

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

7. Council business

7.1 To consider amended Standing orders (Planning Application Consultation changes) – the Clerk had circulated revised Standing Orders which were agreed by the Council, and signed.

7.2 To consider the MUGA safety report and associated issues –

WG outlined the regular checks carried out at the MUGA; a weekly inspection was done on Wednesdays, with sweeping as necessary; also AW undertook two further inspections per week. All were recorded in the MUGA diary, including reports as necessary.

8. Clerk's and Members' Reports

8.1 Clerk's report; the Clerk advised that he had requested a longer Post Office attendance than that advised; he had been notified of the ACT, Aylsham 'Age-Wise' event on April 5th; he advised of the forthcoming Police Commissioner meeting in Cromer. He asked the Council to agree an amended September meeting date, now to be on September 7th 2017.

8.2 Members' reports –

WG advised that he still awaits a date for a meeting at the NPFA.

AW reported on the visit by the Bishop of Norwich who commended all the work carried out by parishioners and friends in the refurbishment and decoration at Erpingham Church.

AW advised that the Sir Thomas Erpingham project is now established.

Cllr NS (for NNDC) reported that Erpingham Leisure Hub and WG in particular were finalists for NNDC sporting awards. With no further business the meeting closed at 20.30.

Signed

Date..... May 2017