

# 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 2017 in the Village Hall, Erpingham

### Present:

Mr D Clayton, Mr G Cox, Mr R Goodliffe (Chairman), Mr W Goreham, Mrs C King, Mr A Witham;  
in attendance Cllr J Timewell (NCC) and 2 members of the public.

1. Rob Goodliffe was in the chair, welcomed all those present, and apologies were received from Mr N Smith.

2. Declarations of interest – WG ref item 5.4

3. The minutes of the Ordinary Meeting held on November 9th 2016 were approved, proposer CK, all in favour, and signed.

### 4. Matters arising

4.1 NCC - Highways matters; the Clerk had asked Cllr JT to follow up the Council's numerous requests about Lodge Lane and he advised that he would ask the Highway Engineer to come to Erpingham and Calthorpe for site meetings on all current issues. The Clerk had passed the fly tipping report to NCC (Countryside Access team) to be followed up.

4.2 Village sign – Calthorpe – RG advised that as the oak had been carved the next stage is the moulding.

4.3 NNDC – nil further.

*In a brief adjournment Cllr JT (NCC) told the Council that the chief issue facing County was the budget for the next year. The meeting resumed.*

### 5. Planning

5.1 Mr J Sizeland, barn to residential, Manor Farmhouse, The Street, Erpingham (16/1198) – application permitted.

5.2 Mr J Mitchell, s/s extension, Rowan House, 15 Jubilee Close (16/1324) – application permitted.

5.3 Mr J Alston, 10 new dwellings, off Eagle Road (15/1587) - application permitted.

5.4 Mr M Marling, new dwelling, Chapel Road (16/1572) – the Council objected to the application and the application had been refused.

5.5 Other planning items: (enforcement) – the Clerk read the NNDC reply about the static caravan by The Street, Calthorpe and the Council considered further the NNDC new digitised procedures. Some members had tried the NNDC site. The Council agreed that a minimum of four responses would be required for the Clerk to submit a response, (with the exception that three like views could also be allowed for a response) so the Clerk would prepare amended Standing Orders for the Council's consideration at the March meeting.

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## 6. Finance

6.1 Finance Report – the Clerk advised that the Parish Council’s Staging date was January 1<sup>st</sup> 2017 as set by the Pensions Regulator (item 6.2 refers). A quarterly payment was due to HMRC for PAYE (items 6.3 and 6.5 refer).

6.2 Letter to Clerk to comply with the Pensions Regulator’s Staging Date (1/1/17) – this had been prepared by the Clerk and the Council asked RG to sign it on behalf of the Chairman.

6.3 Amended bank standing order for January 2017 to reflect PAYE – the Clerk had prepared a letter to reduce the January standing order and this was agreed and signed.

6.4 To consider support by grants to local organisations – Erpingham PCC and both the CAB and NNCT had requested support and the Council decided to make awards as follows:

Erpingham PCC £100; CAB £75; NNCT £50.

The Clerk would prepare cheques for the March meeting.

6.5 Payments due – the following payments due were approved, proposer DC, with all in favour:

- HMRC, PAYE	£37.20	(cheque 0490)
- CGM, grass cutting (Nov, Dec)	£248.56	(0491)
- Information Commissioner, renewal	£35.00	(0492)
- SLCC membership (1/3)	£40.33	(0493)

The cheques were signed.

## 7. Clerk’s and Members’ Reports -

7.1 Clerk’s report- the Clerk gave the Post Office’s reply to the consultation submission he had made on behalf of the Council. He would pass a copy of the Erpingham w/Calthorpe electronic files as at December 2016 to NS. He confirmed the meeting dates for 2017 (the APM would be in March – date tbc)

**March 8th – May 10th – July 12th - September (tbc) – November 8th;**

then January 10<sup>th</sup> and March 14th 2018. The Clerk gave the Council a report on the Norfolk Constabulary briefing he had attended on January 9th.

7.2 Members’ reports –

WG asked that an item be tabled at the next meeting so the MUGA’s inspection regime can be discussed.

GC advised that the pothole near the A140 had not yet been repaired.

In open session there was short discussion over development planning in the village. With no further business the meeting closed at 20.25.

Signed .....Chairman Date..... March 2017