

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 9th September 2015 in the Village Hall, Erpingham

Present: Mr D Clayton, Mr R Goodliffe, Mr W Goreham, Mrs C King, Mr N Smith (Chairman),
Mr P Watson, Mr A Witham and five members of the public.

1. The Chairman welcomed all those present. Apologies for absence were received from Cllr J Timewell (NCC).

2. Declarations of interest – WG for item 6.3, as Chairman of the Erpingham Leisure Hub.

3. The minutes of the Ordinary Meeting of the Council held on July 8th 2015 were approved, proposer AW, all in favour, and signed.

4. Matters arising

4.1 NCC - Highways matters – the Clerk had passed on the items from the last meeting to NCC and had received acknowledgement. Potholes on The Street, a dumped sign near High Noon Road and the outstanding grass cutting outside Woodland View would be pursued by the Clerk.

4.2 Village sign – Calthorpe – RG showed the Council a photograph of the new sign which would now go in to production.

4.3 Village hall Grass cutting – the Clerk had arranged for additional work near the children’s playground which had been undertaken promptly at no charge.

5. Planning

5.1 Mr Mrs Means, extensions, The Beeches, School Road (15/0941) – the Council had no objection but commented on the development’s proximity to the neighbouring residence.

5.2 Mr Mrs Hawkes, extensions, Eastend, The Street, Erpingham (15/1056) the Council had no objection.

5.3 Erpingham primary Sch, PortaKabin (NCC 15/1007) –papers had been circulated to members.

5.4 NNDC – New Local Plan – the Chairman outlined the issues associated with the production of a new Local Plan, and its impact for Erpingham and Calthorpe, potentially until 2036. The consultation period had commenced and the Clerk would keep members advised of further information.

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6. Finance

6.1 Finance Report – the electricity supplier was to install a ‘smart meter’. The External Audit had been completed and the Certificate of Completion had been posted on the notice board.

6.2 Review of the Internal Audit Report – the Clerk had prepared a short response/comment and this was discussed with members, who agreed that reviews/new policies should be incorporated gradually into future meetings. This would cover Standing Orders, Financial Regulations, Risk Assessments, Complaints Policy, Grievance/Disciplinary policy. The war memorial was not under the responsibility of the Council.

6.3 Churchyard grass cutting/Erpingham Leisure Hub – the Council confirmed their support of £250.00 towards the churchyard grass cutting. The Council considered a request for £50 set-up support for Erpingham Leisure Hub; both items were confirmed, proposer AW, all in favour.

6.4 The following payments due were agreed and approved by the Council, all in favour:

| | | |
|------------------------------------|---------|-----------------|
| - E.ON, electricity | £29.83 | (cheque 0450) * |
| - NNDC, dog bin emptying | £93.60 | (0451) * |
| - Erpingham PCC | £250.00 | (0452) |
| - Clerk's expenses (March-August) | £196.37 | (0453) |
| - CGM, grass cutting (July/August) | £248.56 | (0455) |
| - Erpingham Leisure Hub | £50.00 | (0456) |

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

7. Clerk's and Members' Reports

7.1 Clerk's report – the Clerk confirmed his holiday dates.

7.2 Members' reports –

PW presented website stats and these were placed on circulation.

DC advised that the dog bin had still not been emptied which the Clerk would pass on to NNDC.

AW reminded members that the Ingworth Trosh would be on September 20th.

There being no other business the meeting closed at 21.05.

SignedChairman

Date..... November 2015