

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 First Meeting of the Council

held on Wednesday 13th May 2015 in the Village Hall, Erpingham

Present: Mr D Clayton, Mrs C King, Mr N Smith (Chairman), Mr P Watson, Mr A Witham and 1 member of the public.

1. The Chairman welcomed all those present.

2. Procedural items:

2.1 Election of Chairman – NS was proposed as Chairman by DC, seconded by PW and duly elected.

2.2 The Chairman and members completed and made their Declarations of Acceptance, and completed their dispensation forms. The Clerk would contact R Goodliffe.

2.3 Election of vice-Chairman: R Goodliffe was proposed by AW and duly elected, all in favour.

2.4 The Council agreed representatives for:

Village Hall Committee: NS School: CK MUGA: AW

3. Declarations of interest – none

4. To consider the co-option of members to fill the Council vacancy – there being no candidate the item was deferred.

5. Finance

5.1 To adopt the Accounts for 2014-2015; the accounts were reviewed and agreed, proposer DC, all in favour, and signed.

5.2 To approve Sections 1 and 2 of the Annual Return 2015; these were reviewed and agreed, proposer CK, all in favour, and signed.

5.3 To review and approve the Budget for 2015-2016; this was reviewed and agreed, proposer DC, all in favour. The Chairman thanked the Clerk for his work on the financial statements.

5.4 The Council agreed to appoint Ms R Calvert as the Internal Auditor for 2015.

5.5 The Clerk was re-appointed Responsible Financial Officer, proposer , all in favour,

5.6 To consider amendment of the bank signatory list – it was agreed that RG should become the third signatory for the bank, with CK as reserve. The Clerk would make the necessary arrangements.

5.7 The following payments due were approved en bloc, proposer AW, all in favour:

- E.ON, electricity	£42.24	(cheque 0441) *
- NALC, annual premium	£135.99	(0442)
- Broker Network, insurance renewal	£tba	(0443)
- NORSE, grounds final payment	£60.50	(0444)
- Erpingham Village Hall, event	£110.00	(0445)

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

13.05.15

page 2

The cheques were signed (* signed outside the meeting). The village Hall event had an income of £53.00 which the Clerk would bank. The Council agreed to confirm an award of £1000.00 to the Erpingham Village Hall to offset additional costs from a water leak.

6. The minutes of the Annual Parish Meeting held on March 9th 2015 and Ordinary Meeting of the Council held on March 11th 2015 were approved and signed, proposers PW and DC respectively, all in favour, and signed.

7. Matters arising

7.1 NCC - Highways matters – nil further but the Clerk would contact NCC again about School Road – a sunken drain opposite Mill House and dips in the road between Alvermead and Woodbine/Laurel Cottages creating lying water.

7.2 Village sign – Calthorpe – nil further

7.3 Broadland Housing Group proposal – an exhibition had been held in the Village Hall on 27/4 to gauge public reaction to the outline of the scheme. Attendees had explained the problems with the scheme, particularly in respect of the lack of existing sewage capacity in the village. It was stressed that no planning application had been submitted and therefore the Council would await further advice before any formal view was submitted.

8. Planning

8.1 Erpingham Primary School, car park, (NCC 15/1001) – the Council had no objection.

8.2 Erpingham Prim Sch, mobile staff room (NCC 15/1002) – the Council had no objection.

8.3 Mrs M Willcox, internal, external alterations, Erpingham House (15/0305) – the Council had no objection, and consent had been given.

9. Clerk's and Members' Reports

9.1 Clerk's report – the Clerk reported that he had registered the Council with the Pensions Regulator.

9.2 Members' reports –

The Council expressed their thanks to CK and Christine Jope for arranging the refreshments during the recent 'dig'.

PW gave an update on the website.

AW advised that national funding had been made available for 'Agincourt 2015' and asked the Parish Council for their support in attracting financial aid for the village.

In open meeting the Council heard, following successful MUGA initiatives with 'walking football' and Pilates that an Erpingham Leisure Hub is to be formed which would be recognised by NNDC and could therefore attract funding for new leisure activities. There being no other business the meeting closed at 21.05

Signed

Chairman

Date..... July 2015