

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 14th March 2018 in the Village Hall, Erpingham

Present: Mr D Clayton, Mr W Goreham, Mrs C King, Mr N Smith (Chairman), Mr A Witham;
in attendance Mr J Timewell (NCC) and 7 members of the public.

1. The Chairman welcomed all those present and apologies were received from Mr G Cox.
2. Declarations of interest – AW as member of the PCC (item 6.2); DC for payments (item 6.3)
3. The minutes of the Ordinary Meeting of the Council held on January 17th 2018 were approved, proposer WG, all agreed, and signed.

4. Matters arising

4.1 NCC - Highways matters – the Clerk had reminded NCC about the branches in the lay-by on Cromer Road, arranged for the pothole on Eagle Road to be filled and passed to them the suggested locations for the ‘SAM’ Speedwatch device. Further locations of potholes were identified which would be passed to NCC. A site meeting would be arranged re Lodge Lane flooding.

4.2 Village sign – Calthorpe – completion/assembly is in progress.

4.3 NNDC dog fouling – a new dog waste bin had been ordered and received by DC; signs would be placed as well.

5. Planning – members discussed the initial moves to de-license the Erpingham Arms and its future potential was explored. No formal applications have been lodged.

6. Finance -

6.1 Finance Report – in his report the Clerk advised that he had renewed the domain name subscriptions for the pc website; E.ON had notified the Council of a price increase;

6.2 To consider a request for support for the upkeep of St Mary’s churchyard – the Clerk read the requests and the Council agreed to make a donation this year of £500, proposer CK, all agreed.

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

- E.ON, electricity	£97.42	(cheque 0533) *
- Norfolk ALC, training fee	£30.00	(0534)
- Clerk’s expenses (Sept-Feb)	£180.95	(0535)
- HMRC, paye	£180.80	(0536)
- D Clayton, materials	£51.76	(0537)
- Glasdon UK, dog bin	£113.56	(0538)

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

The February and March payslips were initialled and an amended Standing Order instruction was signed to reconcile the annual payment with the payslips.

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

14.03.18

page 2

6.4 To confirm amendments/updating of Clerk's contract for signature – this had been circulated to all members and the Clerk was able to respond to the queries on pensions and insurance, advising of the existence of a Certificate of Employer's Liability Insurance, and the Pensions Regulator's acknowledgement of Declaration of Compliance. No pension is payable. The Council was agreed that a new contract should be signed incorporating a salary at NJC spine point 22, an office allowance of £50 per month, and the model Disciplinary and Grievance procedures. Proposed by DC, all agreed. Monitoring and appraisal were for the Council's future consideration.

7. Clerk's and Members' Reports

7.1 Clerk's report - the Clerk advised he had attended a course on 'end-of-year' procedures. Further advice is awaited on the introduction of GDPR and he intended to enrol on another GDPR course; he advised his holiday dates.

7.2 Members' reports –

CK asked the Clerk to investigate a joint annual inspection for the play area with the MUGA.

WG had joined SNAP and reported on current policing priorities.

DC agreed kindly to locate the new dog bin by the Bowls Club.

AW expressed his concern that new developments in the village may not focus adequately on the need for young villagers to be prioritised for housing.

CK added that she was concerned about the number of empty houses in the village.

With no further business the meeting closed at 20.30.

SignedChairman Date..... May 2018