

ERPINGHAM with CALTHORPE PARISH COUNCIL

Clerk to the Council: Martin K Campbell Well Cottage, High Street, Southrepps, Norwich, NR11 8AH

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Minutes of the Ordinary Meeting of the Council held on Tuesday 9th July 2019 in the Village Hall, Erpingham

Present: Mr G Cox, M/s B Goodrum, Mr W Goreham, Mr N Smith (Chairman), Mr A Witham; in attendance: Cllr J Toye (NNDC) and three members of the public.

1. Chairman Norman Smith welcomed all those present, with apologies received from Mr R Goodliffe and Mrs J Holmes.
2. Declarations of interest - none
3. The minutes of the Ordinary Meeting of the Council held on May 8th 2019 were approved and signed, proposer WG.
4. Matters arising
 - 4.1 NCC Highways – the Clerk had passed on existing issues to NCC; he had relayed the reply about Eagle Road improvements to members. He would follow up the concern over the tree opposite the school.
 - 4.2 NNDC – nil further
5. Planning
 - 5.1 Homestead Farm, Erpingham, COU grain store to classic cars (19/0825) – the Council had no objection.
 - 5.2 3 Jubilee Close, replace garage and extension (19/1063) - the Council had no objection.
 - 5.3 Proposed telecoms mast on recreation field - The Council discussed the proposed siting of a mast on the recreation ground and asked the Clerk to contact the company to request their attendance at a site meeting or the next Council meeting to allow the Council's concerns, including access and compensation to be discussed.
6. Finance
 - 6.1 Finance report – the Clerk advised that the External Auditor had acknowledged the Council's notification of exemption. He was arranging the bank signatory change.
 - 6.2 To consider any actions from the internal audit report – the report had been circulated to members and the Clerk indicated areas for action during the current year; the Council would need to find a new Internal Auditor, now that Ros Calvert had ceased this activity.
 - 6.3 To consider support for Keeping-in-Touch – the Council discussed the KIT and agreed to donate £100 to their costs, proposer WG, all agreed.
 - 6.4 The following payments due were approved en bloc, proposer AW, all in favour:

Norfolk PTS, training	£38.40	(cheque 0580)
HMRC, paye	£194.20	(0581)
Clerk's pay (Jun, Jul)	£276.92, £277.12	SO's

The cheques were signed.

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7. Council business

7.1 To consider the relationship between the Council and the MUGA team – WG and AW briefed the Council on the current position and it was agreed that the Clerk would advise WG of the costs to the Council in the current year so the MUGA group can arrange for reimbursement.

7.2 To consider the role of the Council in supporting the play area – this had arisen following a request from the Village Hall Management Cttee. and the Council understood the underlying concerns of the Cttee. It was suggested that there should be a notice in KIT to explain the risks to the play area so that any action taken was clearly understood by villagers. The Clerk would order an inspection as required each year.

8. Reports

8.1 Clerk's report – the Clerk advised that the next meeting would be on **Tuesday 10th September** at 6.30 pm. He had received a letter regarding anti-social behaviour on High Noon Road and this was passed to WG to raise at the next SNAP meeting. – The Clerk relayed a request from a parishioner for more dog bins and the Council asked, for this to be placed on a future agenda, as would a member request to review the provision of allotments. He offered members a training opportunity on Sept 12th.

8.2 Members' reports –

NS asked the Clerk to contact NCC about the condition of a bridge on Weavers Way (off The Street)

GC expressed concern that temporary road closure notices were often badly located.

WG advised that the SAM sign would be in the village again shortly.

BG advised that a clothes bank would be installed at the village hall when available.

In open meeting Cllr J Toye introduced himself and advised that he held an open surgery at the monthly Farmers market in Aldborough.

With no further business the meeting closed at 19.40.

Signed

Chairman

Date..... September 2019