Minutes of the Ordinary Meeting of the Council held on Wednesday 9th September 2020 (VIRTUAL MEETING)

Present: Mr G Cox, Mrs J Holmes, Mr R Goodliffe (Chairman), M/s B Goodrum, Mr W Goreham; in attendance Mr J Toye (NNDC)

1. Mr Goodliffe **WELCOMED** all attending and apologies for absence were received from Mr A Witham. RG thanked WG and BG for arranging the gathering on the recreation ground to remember Norman Smith.
2. Election of Chairman - WG proposed Mr R Goodliffe as Chairman, seconded by GC. Mr R Goodliffe was duly **ELECTED** as Chairman.
	1. Mr Goodliffe made his Declaration of Acceptance of Office.
3. **Declarations of interest** - none
4. The Council **APPROVED** of the minutes of the Ordinary Meeting of the Council held on July 8th 2020, proposer GC, all agreed.

4.1 Matters arising – (Highways) NCC had been alerted to the items from the last meeting and the Clerk had asked for a drain clean in The Street following a request from a resident.

 5. **Finance**

 5.1 Finance report - the Clerk advised that the External Auditor had acknowledged the Council’s Notification of Exemption. Erpingham PCC had thanked the Council for their financial support. Village Care had requested support which would be included in the Council’s review later in the year. It was agreed that JH would be the Council’s third bank signatory.

 5.2 To approve and implement the April 2020 pay award for Clerks – The Council **AGREED** the changes, proposer WG, all agreed. An instruction to the bank would be sent to amend the standing order and pay back-pay.

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 5.3 The Council **APPROVED** en bloc the following payments due, proposer GC, all agreed: E.ON, electricity, £28.62 (cheque 0616)

 Play Area Inspection fee, £78.00 (0617)

Clerk’s Expenses (Mar-Aug) £200.55 (0618)

 Ladywell (payroll), £75.00 (0619)

HMRC (paye), £189.40 (0620)

Clerk’s salary payslips [Aug, Sep] £278.52 x 2 SO’s

The cheques would be signed outside the meeting.

 6.Review of **Play Area** matters

6.1 Member report – daily inspections were becoming difficult and it was **AGREED** that weekly inspections would take place from now on (JH and BG)

6.2 Annual inspection - the report had been passed to those working on the play area and it was **AGREED** that ‘MODERATE’ risks would be addressed and ‘LOW’ risks would be monitored. A working party would convene to assess work to be carried out.

6.3 Future plans -the Clerk was asked to arrange for the waste bin to be collected by NNDC, initially fortnightly.

 7. **Reports**

7.1 Members’ Reports –

RG (for AW) Alby w/Thwaite pc had suggested a joint memorial for Norman Smith.

RG (for AW) asked about the large display signs on the A140, which had now been removed.

RG raised parishioner concerns that there may be new use at a field site between Calthorpe and Erpingham, which would be investigated, with the help of the District Councillor.

GC asked about the long pothole on High Noon Road which the Clerk would pass to NCC.

7.2 Clerk’s Report – nil to report.

 8. In open meeting Cllr JT (NNDC) offered to establish if Section 106 monies were due to the parish following the recent housing development.

There being no further business the meeting closed at 19.40.

Signed .........................................................Chairman Date.............................. 2020