

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: erpwcalpc@btinternet.com

Minutes of the Ordinary Meeting of the Council

held on Wednesday 10th March 2021 (VIRTUAL MEETING)

Present: Mr G Cox, Mrs J Holmes, Mr R Goodliffe (Chairman), M/s B Goodrum, Mr W Goreham, Mr A Witham; and two members of the public

1. Mr Rob Goodliffe welcomed all present; apologies for absence were accepted from Cllr J Toye (NNDC)
2. Declarations of interest - none
3. The Council approved the minutes of the Ordinary Meeting of the Council held on January 13th 2021, proposer GC, all agreed January 13th 2021. The minutes would be signed after the meeting.

The meeting was adjourned for public participation and with no issues raised the meeting resumed.

4. Matters arising
 - 4.1 Highways updates - nil further, and the Clerk was alerted to the now empty grit bin.
 - 4.2 Norman Smith memorial – nil further (moves to Play Area business)
- 5 Planning
 - 5.1 Littlewood Lodge, Butts Common (21/0446) – the Council had no objection.
6. Finance:
 - 6.1 Finance report – the Clerk advised the following:
 - Contribution of £882.26 received from MUGA group
 - Contribution of £165.00 received from the Football Club, and banked
 - Section 106 monies now available (£2000) – pc must present proposal for its use
 - 'erpingham.com' domain name has been renewed (Clerk's expenses)
 - E.ON have asked again to fit a smart meter

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6.2 To approve the appointment of Orchard Accountancy replace the existing payroll service – proposer WG, agreed, all in favour; and to agree the issue of standing order amendment letters to the bank to ensure year-end reconciliation with the payslips issued – also agreed, all in favour.

6.3 The Council approved en bloc the following payments, proposer GC, all agreed:

| | | |
|--------------------------------------|------------------|---------------|
| - NNCT grant | £75.00 | (cheque 0630) |
| - Village Care, grant | £75.00 | (0631) |
| - Clerk's expenses (Sep-Feb) | £140.92 | (0632) |
| - HMRC, paye | £194.20 | (0633) |
| - Norfolk PTS, subscription | £112.00 | (0634) |
| - Norfolk ALC, subscription | £186.61 | (0635) |
| - Clerk's salary payslips [Feb, Mar] | £284.98, £284.98 | SO's |

The cheques would be signed after the meeting.

7. Review of the Play Area: (Member report /Future plans)

The Council were aware that the play area is not much used at the moment but a working party would address any urgent maintenance issues using the safety report as a guide.

The working party, with volunteers needs to develop a plan which can be sent by the Parish Council to NNDC to access the £2000 S106 monies (see 6.1) A donation to funding was to be received from Aldborough.

8. To consider one co-option to fill the vacancy on the Council – item deferred

9. To consider the date/format of the Annual Parish Meeting 2021 – the Council agreed that the APM would be held virtually on April 28th 2021 at 7.30 pm, using a different format to promote public participation in the time allowed.

10. Reports

10.1 Members' Reports – BG advised that a 'book swap' operates at the pub. WG advised that the SAM signs were back, that SNAP meetings would resume and he had prepared a draft of the "Village Directory".

10.2 Clerk's Report – nil further but Clerk asked that the Council allow a week carry-over of annual leave.

The meeting closed at 20.10.

Signed

Chairman

Date..... 2021