

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: erpwalpc@btinternet.com

Minutes of the Annual Meeting of the Council

held on Wednesday 5th May 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 one member of the public

1. Mr Rob Goodliffe welcomed all present; apologies for absence were accepted from Cllr J Toye (NNDC) and Cllr J Timewell(NCC).

2.Appointment of Chairman; following a proposal from AW, seconded by WG, Mr R Goodliffe was re-elected as Chairman, nemcon; his Declaration of Acceptance of Appointment would be witnessed after the meeting.

2.1 Appointment of vice-Chairman; from the Chair RG proposed GC as vice-Chairman and this was agreed. Under member responsibilities WG agreed to continue with SAP and the SAM2 sign as well as liaising with the MUGA group; GC, JH and BG would continue to have responsibilities for the play area.

3. Declarations of interest – RG re item 6.3, where he would abstain.

4. Finance

4.1 The Council adopted the Accounts for 2020-2021, proposer GC, all in favour.

4.2 The Council approved the AGAR Certificate of Exemption, proposer JH, all in favour.

4.3 The Council received the Annual Report of the Internal Auditor for 2020/21, proposer WG, all in favour.

4.4 The Council approved the AGAR Section 1 (the Annual Governance Statement 2020/21), proposer RG, all in favour.

4.5 The Council approved the AGAR Section 2 (the Accounting Statements 2020/21), proposer BG, all in favour.

4.6 The Council re-appointed Roger Canwell as Internal Auditor for the current year, proposer AW, all in favour.

4.7 The Council re-appointed the Clerk as Responsible Financial Officer, proposer JH, all in favour.

4.8 The Council reviewed the budget for 2021-2022, and it was adopted, proposer BG, all in favour.

4.9 The Council approved en bloc the following payments due, all in favour, proposer WG:

E.ON, electricity,	£69.20	(cheque 0636)
Roger Canwell, int audit fee	£35.00	(0637)
Came & Co, annual insurance	£1007.39	(0638)
K Richardson, grass cutting	£180.00	(0639)
Clerk's salary payslip [Apr]	£285.18	SO

All statements and cheques would be signed outside the meeting.

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: erpwalpc@btinternet.com

05/05/21

page 2

5. The Council approved the minutes of the Ordinary Meeting of the Council held on March 10th 2021, proposer JH, all in favour

6. Planning

6.1 Erpingham House, COU flats to holiday lets (21/0646) – the Council has no objection.

6.2 Erpingham House, COU flats to holiday lets internal works (21/0647) – the Council has no objection.

6.3 The Builders Yard, The Street, Calthorpe, new dwelling (21/2626) – the Council discussed the item and agreed that it would not raise an objection but had concerns about suitable access; they accepted the planning authority should be the final arbiter.

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

8. To consider any actions in relation to play area refurbishment – RG briefed the Council on progress and would keep members advised as more information was gathered about raising the surfacing standard. The Council would apply for the Section 106 monies from NNDC and consider later any need for a further grant.

9. Reports

9.1 Members' Reports – the Council discussed works at the rear of the village hall on the car park extension and understood the fence was to be re-instated, and the hedge allowed to re-establish. GC suggested picnic tables beside the MUGA; this would need quotes and would be placed on the July agenda. WG would establish the cost of printing a limited quantity of the 'local information' booklet.

9.2 Clerk's Report – the Council had received a request for a grant to maintain the Erpingham churchyard – to July agenda.

The meeting closed at 20.10.

Signed

Chairman

Date..... 2021