

# 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 Council held on Wednesday 11th January 2023

Present: Mr R Goodliffe (Chairman), Mr W Goreham, Mr G Cox, Mr A Witham, Mr D Witham;  
in attendance - Cllr S Penfold (NCC) (part-time)

1. Mr Rob Goodliffe welcomed all present; apologies were accepted from Mr S Seagrave and Cllr J Toye (NNDC). Ms B Goodrum had sent apologies by email.
2. Declarations of interest – none
3. The Council approved minutes of the Ordinary Meeting of the Council held on November 9th 2022, proposer WG all agreed, and signed.
4. Matters arising
  - 4.1 Highways updates; Eagle Road – a site meeting with NCC was held and the Council was asked to contact two landowners to establish if visibility can be improved, leaving the village. The NCC suggestion of an electronic warning sign was discussed and its high cost considered. A solution would be sought.

*The meeting was adjourned so Cllr S Penfold (NCC) could update the Council on a vote to be held shortly at NCC, followed by public consultation about a government fund for the County which would entail electing a 'leader' for Norfolk in 2024. After a short discussion, the meeting resumed.*

- 4.2 Village Hall/MUGA seating – the installation is in hand.
  - 4.3 Pond project update – nil further; the Clerk would seek out advice on options.
  - 4.4 Paths – NNDC had in hand improvements for the path from Eagle Road to the recreation ground.
5. Planning
  - 5.1 Land E of Village Hall, dog walkers' shelter (22/2389) – the Council had no objection, but submitted comment.
  - 5.2 Land N of Manor Farm, The Street, telecoms mast (22/2650) – the Council had no objection, but submitted comment.
  - 5.3 12 Jubilee Close, s/s extension (22/2766) – the Council had no objection.
6. Finance:
  - 6.1 Report – the Clerk had responded to the bank's request for account handling information and resubmitted the Council's instructions for payment authority; the latter had now been confirmed. Contributions had been requested from the MUGA group and the Football Club for the current year; the latter had now been received – income item £165.00. The Clerk had advised NNDC that the Parish Precept for 2023-2024 would remain unchanged at £11760.

Signed .....

Chairman

Date..... March 2023

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6.2 To review the current year Parish Council grant support payments – the Clerk had circulated the history of these payments and following a proposal by GC, all agreed, the Council decided to make grants as follows:

Erpingham PCC	£200	Friends of Calthorpe Church	£200
Keeping-In-Touch	£100	NN Community Transport	£100
Citizens Advice Bureau	£100		

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

- E.ON, electricity	£30.96	(cheque 0714) *
- HMRC, paye	£305.40	letter instruction
- Info Commissioner, renewal fee	£40.00	(0715)
- SLCC, membership renewal	£101.00	(0716)
- Clerk's salary [Nov, Dec]	£666.54, £343.30	SO's
- any other payments due		

The cheques/letter were signed. (\* signed outside the meeting)

## 7. Play Area

7.1 Health and Safety report - nil to report

7.2 Other areas – replacement parts had been received and were due for installation.

## 8. Council business

8.1 To consider the Council's support for the Village Hall committee. The Chairman had attended the recent Village Hall Management Committee meeting and outlined their proposal for identifying all the roles associated with administering the Village Hall and recreation grounds. The Clerk circulated extract notes from the Trust Deed which set up the Village Hall lands administration. The Clerk would pass on the VH agendas to council members to allow regular attendance. The meeting was keen to provide as much support as possible and would work towards preparing a Memo of Understanding to ensure all areas of responsibility were addressed effectively; once agreed the Council would seek legal guidance to ensure their compliance with the Trust Deed.

## 9. Reports

### 9.1 Members' Reports –

AW asked that a gully be created opp the Spread Eagle PH for drainage.

AW advised of a service on 5/2 to Bless the Plough.

AW requested that the grit bin (A140) be replenished.

GC asked that a large pothole on High Noon Road be reported to NCC.

DW also cited potholes on School Road (between school gate and bend); also a road sweep should be requested.

WG would move the SAM signs shortly and had attended the recent SNAP meeting; the police had visited the recent coffee morning at the Village Hall.

RG advised that the Townlands Trust was seeking a bus shelter at Calthorpe.

### 9.2 Clerk's Report – the Clerk asked members to consider the Coronation in May.

With no other business the meeting closed at 21.10. The next meeting is on March 8th 2023 at 7.30 pm, preceded by the Annual Parish Meeting at 7.00 pm.

Signed .....

Chairman

Date..... March 2023