

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 First Meeting of the Council held on Monday 19th June 2023

Present: Mr G Carr, Mr G Cox, Mr R Goodliffe (Chairman), Mr S Green, Mr A Witham;
in attendance (part-time) Cllrs S Penfold (NCC), J Toye (NNDC) and one member of the public.

1. Mr Rob Goodliffe welcomed all present; apologies for absence were received from Mr W Goreham. [prior to the meeting members completed their Declarations of Acceptance and Dispensation forms]

2. Appointment of Chairman; following a proposal from AW seconded by GCo, Mr R Goodliffe was re-elected as Chairman, nemcon; he signed his Declaration of Acceptance of Appointment.

2.1 Appointment of vice-Chairman; AW proposed Mr G Cox as vice-Chairman and this was agreed. Under member responsibilities WG had agreed to continue with SNAP (sub SG), the SAM2 sign and the defibrillator as well as liaising with the MUGA group; Village Hall – liaison would continue as required; GCa would check the play area. PC governance – RG/WG.

3. Declarations of interest – none

4. Finance

4.1 The Council adopted the Accounts for 2022-2023, proposer AW all in favour. The accounts and Cashbook were signed by the Chairman and Clerk.

4.2 The Council received the Annual Report of the Internal Auditor for 2021-23, proposer GCo, all in favour. There were no items or issues for further consideration by the Council.

4.3 The Council approved the AGAR Section 1 (the Annual Governance Statement 2022-23), proposer GCo, all in favour. The form was signed by the Chairman and Clerk.

4.4 The Council approved the AGAR Section 2 (the Accounting Statements 2022-23), proposer AW, all in favour. The form was signed by the Chairman and Clerk.

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

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

4.7 The Council reviewed the budget for 2023-2024, and it was adopted, proposer SG, all in favour.

4.8 The Council approved en bloc the following payments due, all in favour, proposer AW

- Ewing a/cs, payroll	£114.00	(cheque 0726) *
- NALC, subscription	£187.39	(0727) *
- Roger Canwell, internal audit fee	£45.00	(0728) *
- K Richardson, grass cutting	£195.00	(0729) *
- R J Amis, seats/bins installation	£780.00	(0730)
- A J Gallagher, insurance renewal	£1346.71	(0732)
- Erpingham Vill Hall, coronation costs	£380.03	(0733)

The Council agreed to make an additional £120 grant to the Village Hall

- E.ON Next, electricity	£1.14	(0734)
- Clerk's payslip [Mar, Apr, May]	£343.30, £343.50, £343.30	SO's

The cheques were signed (* signed outside the meeting)

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The meeting was adjourned to hear from Cllr SP (NCC) who introduced himself and gave a brief overview of his role, covering the 'new deal for Norfolk' and highways issues incl Eagle Road, a topic which was then revisited. Cllr JT (NNDC) talked about current issues incl speed of traffic and the footpath project (Eagle Road – Village Hall); he also covered technology, the Local Plan consultation, housing, toilet upgrades, and a corporate plan which was in hand. The meeting resumed.

5. Minutes

5.1 The Council approved the minutes of the Ordinary Meeting of the Council held on March 8th 2023, proposer GCo, all in favour.

5.2 The Council approved the minutes of the Annual Parish Meeting held on March 8th 2023, proposer GCo, all in favour.

5.1.1 Matters arising - nil further as highways had been discussed and the Village Hall/Play Area seats, etc had now been installed and NNDC advised of the new waste bins emptying requirements.

6. Planning – no business; the Clerk was asked to seek an update on the telecoms mast application for the next meeting

7. To consider co-option to fill the vacancy on the Council – with no applications the item was deferred. Notices would be displayed and members would consider how to seek the one additional councillor.

8. Play Area – no safety report; there were no current issues and GCa had agreed to take on regular checks.

9. Reports

9.1 Members' Reports –

AW reported that hedges were encroaching in School Road, which the Clerk would refer to NCC. AW identified a path/track towards Ingworth which appeared to have been diverted through neglect. The Clerk would refer this to NCC for clarification.

9.2 Clerk's Report – the Clerk advised that he had completed the Council's re-declaration of compliance with the Pensions Regulator; he would advise members of training opportunities with NALC and Norfolk PTS. The next is scheduled meeting for July 12th 2023.

10. Open meeting - no further business. The meeting closed at 21.10.

Signed

Chairman

Date.....July 2023