

MINUTES OF METHWOLD PARISH COUNCIL MEETING
HELD AT ST. GEORGES HALL
THURSDAY 9TH JUNE 2011

Present Mr R Hood – Chairman, Mr P Ashman, Mrs B Bluck, Mr J Henry, Mrs B Horton, Mr J Marriage, Mr. D Masters, Mr C Stone, Ms S Stones, Mrs M Truss, Mrs M Wortley

Mr M Peake – Borough Councillor
Mr M Storey – Borough Councillor
7 members of the public

OPEN FORUM

- The vehicle activated sign opposite Methwold High School is still not working correctly. Highways are aware and an engineer is expected.
- It was confirmed public liability insurance is in place to cover placement of the flower tubs around the parish.
- Concern was raised regarding smashed glass in St. George's Hall car park. The Parish Council will discuss locking the car park gate.

1. Apologies for Absence:

Mr C Neville, Mr D Wortley

2. No Declarations of Interest made.

3. The Minutes of the meeting held on 12/05/11 were agreed as a true record following slight agreed amendment to item 15 and item 1 following the resolution to exclude the public.

4. Matters arising from past minutes:

- Methwold Primary School no longer wishes to use the Recreation Ground to hold a fete.
- Mr. J Marriage is in the process of repairing the seat at Brookville but is having difficulty extracting bolts from the seat.
- The Clerk has met Grant Greetham, Royal Mail Delivery Manager, who has agreed to re-locate the post box from Crown Street to outside the Fenton Room.

4.1 Structure of Parish Council Committees

Councillors were presented with notes from the working party meeting held on May 26th and a suggested Committee structure and membership. It was agreed to accept the following Committee structure and membership:

Finance Committee

The Finance Committee will consider aspects of finance and give reports and recommendations to the Full Council.

Members: Mr R Hood, Mr C Neville, Mr C Stone, Mr J Marriage, Mr J Henry, Mrs B Horton

Planning Committee

When needed the Planning Committee will meet to review planning matters and make recommendations which may be required by the Borough Council between monthly Parish Council meetings.

Members: Mr D Wortley, Mr D Marsters, Ms S Stones, Mr P Ashman, Mrs M Truss, Mrs M Wortley

It was agreed to form the following working parties:

Open Spaces Working Party

The Open Spaces Working Party will consider aspects relating to the Recreation Ground, other open spaces under the Council's control and footpaths. Reports and recommendations will be made to the Full Council.

Members: Mr C Stone, Mr P Ashman, Mrs M Wortley, Mrs B Bluck, Mr J Henry, Mr J Marriage, Ms S Stone.

Hall and General Purposes Working Party

The Hall and General Purposes Working Party will consider aspects of management of St. George's Hall, the Parish Council's asset register, website, policies, Parish Plan and forward planning including compilation of a Design Statement. Reports and recommendations will be made to the Full Council.

Members: Mr C Neville, Mr J Marriage, Mr D Wortley, Mr D Marsters, Mr P Ashman, Mrs M Truss, Mrs B Bluck.

It was agreed at the May meeting that Mr R Hood would remain as Cemetery Superintendant with Mrs M Wortley as Assistant Cemetery Superintendant.

Parish Council representatives on the Batchcroft Charity will be confirmed.

Mrs M Truss has offered to act as the Parish Council representative on the High School Community Focus Group and this will be considered at the July Parish Council meeting.

4.2 It was reported that the Football Club which had made a request for use of the facilities at St. George's Hall will now be using facilities at Methwold Social Club.

4.3 It was agreed the Open Spaces Working Party should compile a report regarding the development of facilities at Methwold Recreation Ground. Copies of the report will be made available for the July Parish Council meeting when this matter will be an agenda item again.

4.4 It was confirmed the offer to undertake plumbing work at the Cemetery made by Mr J Marriage was accepted.

4.5 Some discussion took place regarding the provision of further seats around the parish including in the New Cemetery. Mr Ashman offered the Council a pine bench for the New Cemetery and this will be considered by the Chairman as Cemetery Superintendant. The Open Spaces Working Party was asked to consider possible locations for more seats in the parish, the type of seat and the cost of installing them. A report will be made available at the July Parish Council

meeting when this matter will be an agenda item again. It was felt seats should be provided in Methwold, Methwold Hythe and Brookville. A suggestion was made that a notice should be published in Methwold Times asking if anyone would wish to donate towards the provision of a seat possibly in memory of a loved one.

4.6 It was agreed the Hall and General Purposes Working Party should consider decoration of the Fenton Room and replacement of the Hall kitchen. A grant application to WREN will be resubmitted to assist with provision of a replacement kitchen. The Working Party will meet on June 16th and a report of the meeting will be submitted to the Parish Council for consideration at the July Parish Council meeting when this matter will be an agenda item again.

5. Reports:

5.1 Chairman's Report:

- The Chairman and Mrs Wortley met Mr Depledge and two members of his family and stonemason Mr Emmerson to consider how to proceed regarding the ongoing issue with a headstone that has been positioned in the walkway at the New Cemetery. The Parish Council has asked for the stone to be moved back to its original location at the head of a grave. Permission was not given for the stone to be relocated as payment for an added inscription to the stone was not received. Suggestions made were that the Parish Council could pay for two new headstones to replace the stone to be removed or that the stone could be laid flat. Following debate, it was resolved the stone should be removed as originally requested at no cost to the Parish Council. The stone cannot remain in the pathway as this constitutes a hazard.
Rules for the Cemetery are supplied with Rights of Burial Certificates. The Rules for the Cemetery have been agreed but will be confirmed at the July meeting of the Parish Council.

5.2 Clerk's Report:

- An e-mail received from Norfolk County Council Rights of Way Officer, David Mills was read out to Councillors. Funding from Norfolk County Council to produce signs showing village footpaths has been withdrawn due to cut backs. Although the County Council will not be contributing financially to the production of any new boards it may still be able to organise boards should they be fully funded from an external source.
The reductions in services from Norfolk County Council now being introduced will impact heavily on any proactive and reactive grounds maintenance that has to date been carried out by NCC. This year NCC is reducing the amount of cutting both in scale and number of grass cuts, which will inevitably see less work done in the Methwold area. The intention is that the governments Big Society approach will allow Parish Councils to organise (and pay for) path maintenance in future.
The provision of footpath boards will be an agenda item at the July Parish Council meeting. It was reported that Methwold Community Action Group has received a grant of £300 towards a footpath board.
- Some discussion took place regarding the trees on Lower Green, Globe Street. A letter has been received explaining that as a tree had died and

fallen over outside 57 Globe Street a replacement tree had been purchased and planted by residents of the property. The Parish Council had decided some time ago that as trees were originally planted on Lower Green without permission from the Parish Council as land owners then the trees would not be replaced should they die. However, retrospective permission was now requested for the replacement tree to remain. Permission was granted for the tree to remain. Maintenance of the tree will be undertaken by the residents of 57 Globe Street.

- A request has been made by Methwold High School for use of St. George's Hall in an emergency should the school need to be evacuated. The School needs to compile an Emergency Plan which states where pupils could be evacuated to. It was agreed to permit this and allow the High School to hold keys to St. George's Hall complex. It is possible a day will be planned when evacuation of the school will be practised.
- Councillors were issued with a contact list for members and staff of Methwold Parish Council.

6. Accounts for May were approved for payment.

Expenditure

Payee	Net	VAT	Gross
E.on Energy	71.98	3.60	75.58
Staff remuneration			799.82
Lighting maintenance	100.24	20.05	120.29
E.on Energy - Hall			362.18
Internal Audit	350.00	70.00	420.00
Vking	68.06	13.61	81.67
Ioeni Pest Control	25.00	5.00	30.00
BCKLWN	58.76	11.75	70.51
CGM	119.73	23.95	143.68
Initial Washrooms	30.00	6.00	36.00
Hall – toilet rolls			14.40

Income

Post Office	£51.00
Doctors	£60.00
Other hall lettings	£237.50
Cemetery	177.50

6.1 The accounts for the year ending March 31st 2011 were accepted as presented.

6.2 Copies of the Annual Return Form were presented to Councillors. The form was completed and duly signed by the Chairman and Clerk.

7. Adoption of a Training Policy

Councillors were presented with a suggested policy for the induction of new councillors and a copy of the Norfolk Association of Local Councils model training policy.

Adoption of a training policy to include the induction of new councillors will be an agenda item for the July Parish Council meeting.

It was agreed a date for councillor training to be held at Methwold will be booked with Norfolk Association of Local Councils at a cost of £150.00.

8. Planning:

Applications :

Ref. No: 11/00834/F

Details: Single storey rear extension at 5 White Road, Methwold

Supported

Ref. No: 11/00920/F

Details: Provision of a clad steel framed building to enclose improved beet washing/cleaning and random sampling system at Wissington Sugar Factory

Supported

Ref. No. 11/00756/F

Details: Retention of new chimney stack at 4 Chalk Way, Methwold

Supported

Notice of Decisions

Ref. No. 11/00536/F

Details: Provision of a prefabricated office building to include welfare facilities and services at Wissington Sugar Factory, College Road, Wereham.

Permission granted

Ref. No. 11/00565/F

Details: Alterations and construction of dormer window at 51 Globe Street, Methwold.

Permission granted

Ref. No. 10/02011/CU

Details: Retrospective – change of use to vehicle repairs and sales from residential garden use at Glebe Wood Lodge, Brandon Road, Methwold.

Permission granted

Ref. No. 11/00547/F

Details: To complete rear two storey extension following demolition of existing lean-to and extension, twin gable roof to rear extension and external finish will be existing chalk style at Fair Hill Cottage, 9 Globe Street, Methwold.

Permission granted

Ref. No. 11/00396/F

Details: Construction of two bungalows & garages at 3 Main Road, Brookville.
Permission granted

9. Correspondence :

In Folder to be passed to Councillors

1. Norfolk Link etc.
2. Norfolk RCC Signpost magazine
3. Proposed Incinerator, Saddlebow King's Lynn - letter received from Nick Daubney Leader of the Borough Council of King's Lynn and West Norfolk suggesting that it would be helpful if the Parish Council wrote to Caroline Spellman MP, Secretary of State for the Environment, Food and Rural Affairs, to advise her of the views of the Parish Council regarding the proposed incinerator at Saddlebow.

It was agreed a letter should be sent suggesting that the Secretary of State should note the results of the local poll conducted on this issue which demonstrated that over 65000 local people who voted were clearly opposed to the proposed incinerator.

9.1 A request from Methwold in Bloom to locate a water butt at the downpipe which is located at the front of St. George's Hall was granted.

10. Further reports/items for the next agenda:

10.1 It was decided not to make further enquiries regarding replacement of the lighting at St. George's Hall until monitoring of the lights has been undertaken. The Badminton Club will be asked to assist with this to establish if there is a problem with the lights which might warrant complete replacement,

10.2 Comment was made regarding co-option to the Parish Council. In the event of a casual vacancy upon a parish council, the vacancy must be publicly notified and a by-election conducted if within fourteen days a poll is claimed by ten electors. Otherwise, the vacancy is filled by co-option as soon as practicable.

10.3 It was reported that a village team is to be entered in the inter village games in every event bar one.

10.4 Methwold High School is organising "Festival" on July 23rd 2011 to celebrate the start of the 2012 Olympic build up. Local organisations are invited to take part.

10.5 The hedge by the bungalows at Cock Corner is the responsibility of the Highway Department. A request was made as to whether the Parish Council could consider trimming this hedge.

10.6 Some discussion took place regarding the continual nuisance of rabbits in the Cemetery. This matter has been debated on numerous occasions and many suggested solutions have been tried to no avail. It is felt the area could never be fenced sufficiently to make it rabbit proof. The Parish Council is hopeful that it may be possible to cull rabbits later in the year if permission can be gained from the landowner to enter the wood to the rear of the Cemetery.

10.7 It was noted that the rules to the cemetery state that graves should not have surrounds but that there are surrounds in place on some graves. It was felt this rule should be enforced.

10.8 A window has been broken at St. George's Hall and this matter will be discussed after a resolution to exclude the public.

10.9 It was reported that the road surface is crumbling where Globe Street joins the High Street. Highways will be notified.

A resolution was passed to exclude the public