

MINUTES OF METHWOLD PARISH COUNCIL MEETING
HELD AT ST. GEORGES HALL
THURSDAY 13TH OCTOBER 2011

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

Mr M Storey – Borough Councillor
6 members of the public

OPEN FORUM

- A resident of Methwold Hythe asked what was happening regarding the possible provision of a play area in Methwold Hythe. This matter will be raised during the meeting.
- The street lights outside No. 34 Old Feltwell Road and near Brumble Barn were reported as not working.
- It was noted that the seat at the Globe Street end of the Recreation Ground is to be replaced and it is hoped that any scheme to upgrade the play equipment at the Rec. will include the provision of benches to sit on.

1. Apologies for Absence:

Mrs B Bluck
Mr M Peake – Borough Councillor

2. No Declarations of Interest made.

3. The Minutes of the meeting held on 08/09/11 were agreed as a true record of the meeting following amendment to item 11.9:

Road markings at Ventura Close have been repainted but the road surface is breaking up where Ventura Close meets the Hythe Road.

4. Matters arising from past minutes:

Following the annual inspection of the play equipment at the Rec., Mr P Ashman has investigated what maintenance may be necessary. The report suggested that the cable runway may need to have the wire retensioned and the buffer spring and trolley bearings replaced. The Open Spaces Working Party were asked to look at what further work may be needed before the company who installed the apparatus is asked to undertake the repair work. All maintenance deemed necessary can then be undertaken at the same time.

5. Reports:

5.1 Chairman's Report:

- An informal site meeting was held at the electrical sub-station in the village with Paul Hurst, Wayleave Surveyor for UK Power Networks to consider the future lease of the land on which the sub-station sits. The Parish Council has been receiving only 20p p.a. rent for the land and thus negotiation has been ongoing regarding a new lease. The Parish Council has agreed to accept £10.00 a square metre rent and thus the future yearly rent will be £320. It is envisaged the new lease will run from the start of 2011 and the first rent review will be after the sixth year. A new transformer is to be located at the site adjacent to the Churchyard. UK Power Networks will be asked to draw up a contract for the new agreement.
Mr Colin Neville was thanked for his perseverance regarding obtaining a significant increase in the Wayleave payment for the Parish Council.

- The Chairman, Mrs Truss and the Clerk attended a presentation by Highways held at Weeting Village Hall regarding the possible delegation of some Highway services to the Parish Council. The Parish Council could take on such maintenance tasks as sign cleaning, verge cutting and pathway gritting. However it is unlikely any funding will be transferred to the Parish Council should it volunteer to undertake any services.
Following on from this the County Council is also looking for other ways it can work more closely with Town and Parish Councils so that the limited funds available can be used to meet local needs.
County Councillors have agreed that £100,000 of next year's 2012/13 highway improvement budget should be made available to work in partnership with Parish and Town Councils to share the cost of delivering small improvements in their local areas. Councils are being invited to submit bids for a portion of the money which could be used to undertake small schemes such as improvements to footways, trods or crossing facilities. The County Council will support up to half the cost of successful bids and the remaining funding will need to come from other sources.
- It has been reported that litter bins in the parish are overflowing. The Parish Council may need to give this matter some consideration as the Borough Council no longer routinely empty litter bins.
- A further letter has been received from the Depledge family regarding the Parish Council's decision to remove a headstone wrongly positioned in the pathway at the New Cemetery. It was agreed a meeting will be held on October 25th to consider the contents of the letter and to discuss future rules for the Cemetery.

5.2 Clerk's Report:

- The locks at St. George's Hall have been replaced and it needs to be decided who will hold keys to the village hall complex. At present the Caretaker, the Chairman and the Clerk have Keys, with one other being held by the Doctors. It was suggested the Hall and General Purposes Working Party should consider who should be given keys and this matter will be an agenda item for the November Parish Council meeting following the report from the Working Party.
The caretaker will be advised that for the present time users of the hall should collect a key from him to return following their time of hire.
The Working Party will consider the caretaker's contract as it was noted he is not paid to be continually on call.
- It was noted that Parish Councillors contribute towards a poppy wreath to be laid on Remembrance Sunday and all are invited to attend the Remembrance Day Service.
- The external audit for the year ending March 31st 2011 has been completed. No matters have given cause for concern but it was noted that recently acquired assets need to be shown on the Annual Return (e.g. new chairs purchased in the year have not been added to the asset list).

5.3 Reports from Working Party meetings:

Copies of the notes from the meetings had previously been presented to Councillors and are filed.

Pavilion for Recreation Ground

The Open Spaces Working Party is looking to have plans for the proposed replacement pavilion at the Recreation Ground drawn and consultation is also ongoing regarding the provision of further play equipment at the Rec. A meeting to involve parents and pupils will be held at Methwold Primary School on October 19th.

Play Area at Methwold Hythe

The possibility of providing a play area in Methwold Hythe was discussed. An area of land may be available on a yearly rent but planning permission would need to be sought to change the use from agricultural land. It was estimated that the cost of applying for planning permission and solicitors fees to compile a lease agreement could amount to around £1000. The Open Spaces Working Party will consider the feasibility of leasing the land offered and a recommendation will be made to the Council at the November Parish Council meeting.

Purchase of seats

It was previously agreed that three wooden seats will be purchased by the Parish Council to be located in the parish; one at Brookville, one outside the Post Office and one at the Recreation Ground.

Discussion took place regarding sponsorship of the seats as recommended by the Open Spaces Working Party.

It was agreed by nine in favour (two abstentions) that sponsorship of the seats could be offered. It was also agreed by eight for and one against (two abstentions) that seats to be located by the Post Office or by the Village sign should not be offered for sponsorship and would bear a plaque stating that they were provided by Methwold Parish Council.

It was noted from the Hall and General Working Party that research continues to be undertaken regarding refurbishment of the kitchen at St. George's Hall and a report will be given at the November Parish Council meeting.

6. Accounts for September were approved for payment.

Expenditure

Payee	Net	VAT	Gross
E.on Energy	71.98	3.60	75.58
Staff remuneration			788.50
MHB- Lighting maintenance	100.24	20.05	120.29
Phil Ashman	8.70	1.74	10.44
CGM	119.73	23.95	143.68
Initial Washrooms	30.00	6.00	36.00
Inland Revenue - PAYE	183.77		183.77
SLCC	13.00	2.60	15.60
E.on - Hall	138.46		138.46
DTKM	7.50		7.50
Anglian Water - Hall	170.25		170.25
Anglian Water - Cem	17.18		17.18
Abacus	167.52		167.52
Glasdon	259.68	51.93	311.61
Viridor	75.00	15.00	90.00
Viking	75.74	15.15	90.89
BCKLWN – play equip. inspection	70.02		70.02
Mazars	285.00	57.00	342.00

Income

Post Office	£51.00
Doctors	£60.00
Other Hall lettings	£255.00

6.1 Provision of hooks at the Cemetery to hang water containers

It was proposed that two small hitching rails with hooks to hold containers for water could be installed at the Cemetery at an estimated cost of £60.00 each.

It was agreed by eight votes to five to fit one rail by the recently installed tap as a trial.

6.2 Re-lining of St. George's Hall car park

Mr Jim Marriage offered to obtain three quotes for re-marking of the lines at St. George's Hall car park.

6.3 Planting of a tree to mark the Queen's Jubilee in 2012

It was agreed in principle (with one abstention) to plant a tree in the parish to mark the Queen's Jubilee. The Open Spaces Working Party will research possible locations for the tree.

7. Planning:

Local Development Framework

The Borough Council of King's Lynn and West Norfolk adopted the Core Strategy of the emerging Local Development Framework in July 2011. The Core Strategy sets out key elements to help guide the choice of sites for future development across West Norfolk. The Local Development Plan Site Allocations and Policies Development Plan Document is now being consulted on. This document will allocate and designate areas of land for particular uses and it will propose changes to the settlement development boundaries.

A public exhibition regarding the Site Specific Allocations was held by the Borough Council at Methwold on 12/10/11.

It was noted that there is the possibility of provision of up to thirty homes in Methwold and Northwold over the next thirty years. Possibly four of these would be "affordable housing".

It was suggested the Planning Committee could consider the implications of the proposals and whether more housing could be accommodated in the parish. A recommendation would then be made at the November Parish Council meeting regarding observations to be forwarded to the Borough Council.

Notice of Decisions

Ref. No. 11/01105/LB

Details: Listed building consent: Removal of single storey link and formation of opening and extension at Lancaster Park, 33 Stoke Road, Methwold IP26 4PE

Permission granted

Ref. No. 11/01102/F

Details: Proposed extension at Lancaster Park, 33 Stoke Road, Methwold IP26 4PE

Permission granted

Tree Preservation Order 2/TPO/0049 (Whispers, 11 Main Road, Brookville) confirmed.

8. Rules for Methwold Cemetery will be further considered at the meeting to be held on October 25th.

9. Review of Standing Orders and Financial Regulations

It was agreed to accept the revised Standing Orders as presented but to further consider Standing Order No. 30 in conjunction with the Parish Council's Complaints Policy.

Financial Orders will be considered at the November Parish Council meeting.

As Standing Orders state that meetings should not proceed for longer than two hours the Chairman requested only important matters be considered after 9.30pm. Items 10 and 11 will therefore be passed to the November meeting of the Parish Council.

12. Further reports/items for the next agenda:

A resolution was passed to exclude the public to consider quotes for work at St George's Hall.