

MINUTES OF METHWOLD PARISH COUNCIL MEETING
HELD AT ST. GEORGE'S HALL
THURSDAY 12TH APRIL 2012

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

6 members of the public

PCSO Tracey Milburn was present before the start of the meeting to give an update from the Police Safer Neighbourhood Team.:

- The Borough Council Civil Enforcement Officer (CEO) has visited Methwold and undertaken an assessment of parking issues in the High Street. The street sweeping team is to sweep lines in the village as some are obscured by detritus. The Enforcement Team will continue to programme random visits in the hope of resolving issues regarding parking in Methwold. It was asked when parking issues become a Police matter rather than civil enforcement. PCSO Milburn stated that obstructions are a Police matter.
- Number plates are being stolen in local villages.
- Thefts of fuel oil, scrap and catalytic converters have also been occurring. Members of the public are asked to phone the Police on the 101 non-emergency number to report anything suspicious.

NO MATTERS RAISED IN OPEN FORUM

1. Apologies for Absence:

Mr D Masters, Mr J Henry, Mrs B Horton
Mr M Peake – Borough Councillor

2. No Declarations of Interest made.

3. The Minutes of the meeting held on 08/03/12 were agreed as a true record of the meeting:

4. Matters arising from past minutes:

- It was noted the Parish Council's insurers have said that best practise would be to provide fire retardant curtains in St. George's Hall complex. This is not considered to be a necessity. If the Parish Council purchases new curtains for the Fenton Room it should be possible to fire proof the curtains "in house".
A negative response has been received from Methwold Women's Group which was asked whether members would be willing to make curtains for the Fenton Room. The group feel they have insufficient expertise.
- A metal storage cabinet to be used in the boiler room at St. George's Hall has been purchased for £30.00.
- The gap created below the hatch when the serving counter was lowered at the Fenton Room has now been filled.

5. Reports:

5.1 Chairman's Report:

- The Chairman noted that there had been a good attendance at the Annual Parish Meeting held on March 28th. The meeting was positive and draft minutes from the meeting will be made available on Methwold.net. Notes from the meeting will be published in the Methwold Times.

Mr J Marriage and Mr P Ashman were thanked for arranging delivery of leaflets to advertise the meeting.

- Electrical wires run above the turning circle in the New Cemetery. Thus the Chairman suggested it might be prudent to re-consider the suggested planting of a tree in the turning circle to commemorate the Queen's Diamond Jubilee.
- Thanks were voiced to Mr C Stone and Mrs B Bluck for liaising with the family to obtain a successful resolution to the longstanding matter concerning the siting of a memorial in Methwold Cemetery.
- The Parish Council has received considerable correspondence regarding the proposed incinerator to be built at Saddlebow, King's Lynn. Concern was voiced that ash from the incinerator could be brought to the Oakery landfill site. It was noted that planning permission to extend the mineral extraction site along the Feltwell Lodge Road into Methwold parish has been refused.

5.2 Clerk's Report:

- A survey of trees which the Parish Council is responsible has been completed.
- Methwold Rec. is noted on the Borough Council website as an area from which dogs are banned. As there have been queries regarding dogs being permitted on the footpath across the Rec. the Clerk is seeking legal clarification. Four A4 size "No Dogs" signs will be purchased at a cost of £12.00 if it is agreed dogs are not permitted on the Rec.
- The Clerk has an appointment booked with solicitor Mr N Hancox to pursue registration of land owned by the Parish Council.
- An invitation to celebrate the companies twenty years in business has been received from Fenland Leisure.
- Changes have been made to the bus timetables by Norfolk County Council. Due to budget management savings continue to be made and 17 bus services which the County sponsor have been affected. There are also some changes to services which are run commercially resulting in 105 of Norfolk's public transport routes being affected. Details will be posted on Methwold.net.
- Members of the Parish Council and the Clerk met Highway Technician Andy Wallace in the village on April 10th. Matters raised with Mr. Wallace included concerns regarding drainage around the Primary School/Petch Corner, erosion of a driveway entrance along the Old Feltwell Road, the possibility of a "SLOW" sign for the High Street, parking along the High Street, a dip in the pavement near the Post Office and issues relating to signage in Methwold Hythe. Mr. Wallace has now said Highways will not provide "Slow, Children Playing" by the cross roads in the Hythe as this could be seen as condoning children playing in the road. Mr. Ashman has suggested that the Parish Council could fund such signs to be located on private land. It will be an agenda item at the May Parish Council meeting to consider the purchase of three signs at a cost of £25.00 each.

5.3 Reports from Finance Committee and Working Party meetings:

Copies of the notes from the Open Spaces meeting held on 22nd March 2012 and the Hall and General Purposes meeting held on 19th March 2012 had previously been presented to Councillors and are filed.

- The Finance Committee met on March 26th when discussion took place regarding allocation of the Council's Reserve money. The Council currently holds around £57,000 in reserves and it was considered that an emergency fund of £25,000 should be retained and £23,800 should be allocated to projects as follows:
£1400 already allocated to the Pavilion Project

£1500 already allocated to the Hythe Play Area Project
 £300 already allocated for provision of a footpath map
 £3000 to be put towards refurbishment of St. George's Hall kitchen
 £4000 to be put towards the Recreation Ground Playground Project
 A further £8,600 to be put towards the Pavilion Project
 £8,200 would be left in reserve for such things as tree maintenance, Churchyard wall maintenance and general refurbishment/maintenance of St. George's Hall.

- The Hall and General Purposes Working Party met on March 19th when prioritisation of projects over the next three years was considered. Several projects have been considered which have now been priority listed, totalling an estimated £20,000 over the next three years. Replacement of the hall boiler and installation of a hearing loop have not been included in the present list and the Working Party will re-consider prioritisation at its next meeting. It has been suggested the Fenton Room should now have new curtains as a priority so at least one room at the Village Hall Complex has been "finished" and can thus be promoted for hire. Quotes will be obtained for curtains and this matter will be an agenda item at the May meeting of the Parish Council.
- The Open Spaces Working Party met on March 22nd. The Working Party discussed Methwold Recreation Ground and the planned Play Area for Methwold Hythe (awaiting contract with land owner). A letter has been received from Methwold Recreation Committee who has agreed to match a £4000 contribution from the Parish Council towards the Pavilion Project. The Recreation Committee has a member who is also a member of the Open Spaces Working Party and thus the Committee has an input into any discussions as has been requested. It was agreed Mr C Stone should respond to the letter received accordingly.
- Further discussion has taken place regarding the suggested siting of a Home Oak at Cock Corner by the Village Sign. The Highway Department will be contacted regarding ownership of the piece of land where the sign is located and this matter will be an agenda item again at the May meeting of the Parish Council.

6. Accounts for March were approved for payment.

Expenditure

Payee	Net	VAT	Gross
E.on Energy	71.98	3.60	75.58
Staff remuneration			920.85
MHB- Lighting maintenance	105.12	21.02	126.14
M Goodrham			1310.00
G Roberts	2827.00	565.40	3392.40
Initial Washrooms	31.47	6.29	37.76
Post Office - IR			293.79
NALC (subs)			218.37
NPFA (subs)			25.00
NRCC subs			15.00
Anglianwater - Hall			39.85
Anglianwater - Cem			10.65
BCKLWN – dog waste bins	454.72	90.94	545.66
Viking	62.15	12.43	74.58
BCKLWN – election fees			1124.48
CGM	119.73	23.95	143.68
Viridor	216.62	43.32	259.94
BCKLWN – planning fee			335.00

Income

Post Office	£51.00
Doctors	£60.00
Other Hall lettings	£440.00

Councillors were presented with an income and expenditure spreadsheet for the financial year ending March 31st 2012. Accounts will now be passed to the Internal Auditor before being agreed at the May meeting of the Parish Council. As in previous years the Internal Auditor will be Mr Graham Lodge. It was noted the invoice received for work recently undertaken at St. George's Hall was £427 above the quote received but it was agreed by all that the extra work undertaken at the time was in the interests of best value.

6.1 It was agreed to accept the Terms of Reference for the Finance Committee as presented.

6.2 It was agreed to accept the Financial Strategy as presented and discussed under item 5.3.

7. Planning:

Applications for consideration

7.1 Detached garage at Salt Box Cottage, Methwold Road, Methwold Hythe 12/00204/F
Support

7.2 Installation of a twin mounted PV system on an agricultural building at Banhams Farm, Severalls Road, Methwold Hythe 12/00485/F
Support

7.3 Two storey extension to dwelling at 14 White Road, Methwold 12/00529/F
Support

8. Correspondence

8.1 As discussed at the March meeting of the Parish Council permission was granted for use of the Recreation Ground for archery on Monday 4th June 2012. The proposed session is to be led by a qualified instructor who has Public Liability Insurance and would complete a risk assessment.

8.2 Nominations are being sought for persons to carry the Olympic Torch.

8.3 Information relating to the planning application for the proposed incinerator at King's Lynn.

8.4 NRCC Newsletter

8.5 WNVCA Newsletter

8.6 NAVH Village Hall Quiz

8.7 A request has been received from residents of Lower Green to lay paving stones across the grass to their door. The original pathway in front of the cottages at Lower Green has been grassed over and is no longer used. Some discussion took place regarding whether this request should be granted and what the legal implications may be. The Clerk will seek legal guidance and this matter will be an agenda item again at the May meeting of the Parish Council.

The meeting was briefly suspended to allow the resident who has made the request to briefly explain the position. Stones are wanted to avoid a muddy path across the grass. The resident feels there is no difference if the path runs in front of the cottages to if it runs across the Green.

9. It was agreed Methwold Primary School should be allocated a key to St. George's Hall as requested to allow the School to use St. George's Hall as an evacuation centre in case of an emergency.

10. Further Reports /items for the next agenda:

10.1 Mr. Ashman voiced discontent that the Highway Department appear not to deliver what has been promised! It was suggested parishioners should report any highway concerns both on the Norfolk County Council website and on www.fixmystreet.com.

10.2 It was noted the play equipment has been repaired as agreed.

10.3 Concern was raised regarding the amount of litter on the Rec.

10.4 The toilet pan in the right hand cubicle in the Fenton Room end of St. George's Hall complex is thought to be held by only one screw. The caretaker will be asked to look at this.

10.5 Street light No. 13 in Ventura Close is out. This will be reported to Norfolk County Council as it is not a light owned by the Parish Council.

10.6 It was reported that wasps have been a nuisance in St. George's Hall and mice have been spotted in the foyer of the Hall.