

Minutes of Methwold Parish Council Annual Meeting held on Thursday May 10th 2012 at St. George's Hall, Methwold.

Present: Mr R Hood, Mrs B Horton, Mr C Neville, Mrs B Bluck, Mr P Ashman, Mr J Henry, Mr J Marriage, Mr C Stone, Mrs S Stones, Mrs M Truss, Mr D Wortley, Mrs M Wortley
14 members of the public

OPEN FORUM

- A member of the public voiced concern regarding the planning application which has been made on behalf of the Parish Council for a sports pavilion on the Recreation Ground. It was felt that the discussion regarding a new pavilion for the Recreation Ground has not taken place at full Parish Council meetings and the decision to apply for planning permission does not appear to be minuted. It was also noted that should a pavilion be constructed there will be added financial responsibility on the Parish Council to provide finance for general running costs and maintenance of the building.
An article about the plans for the pavilion has appeared in the King's Lynn News and Advertiser but it was felt there were inaccuracies in the report especially will regard to cost. It is not possible to put an accurate figure on the project until planning permission has been obtained and Building Regulations have been considered.
A feasibility study for the pavilion is being undertaken which will result in compilation of costings for the project that can be shared with parishioners during a public consultation. The project will then be considered by the Parish Council.
It was questioned why public consultation was not undertaken before the planning application was submitted. It was also asked whether notes from the Council Working Parties meetings can be published either in Methwold Times on methwold.net. Copies are made available at Parish Council meetings.
- A request has been made to hire the Doctors waiting room so a private osteoporosis screening service can be offered in the village. The applicant was asked to confirm in writing when he would want to use the room and a rental charge will be considered by the Hall and General Purposes Working Party. This matter will then be an agenda item for the June meeting of the Parish Council.
- It was asked who is Methwold Recreation Group and whether money raised by them will be spent only on playground equipment for the Recreation Ground.

1. Election of Chairman

Two nominations were received for the position of Chairman. Following a request for a secret ballot a vote was taken with Mr R Hood elected to remain as Chairman.

2. Declaration of Acceptance of Office signed by the Chairman.

3. Apologies for absence received from:

Mr D Masters, Borough Councillor Mr M Peake, Safer Neighbourhood Team

4. Election of Vice-Chairman

Mr C Neville was nominated and seconded as Vice-Chairman and with no other nominations duly elected as Vice-Chairman.

5. Election of Deputy Vice-Chairman

Two nominations for the position of Deputy Vice-Chairman were made. A vote was taken with Mr J Marriage duly elected as Deputy Vice-Chairman.

6. Membership of Committees and Working Parties

It was decided to keep membership of Committees and Working Parties as they stand at present. Membership lists will be distributed at the June Parish Council meeting.

A request was made for notes from the working parties to be made available on the Methwold.net website.

7. Appointment of a Project Manager

The Play Equipment project needs to be moved forward as grant funding from WREN is dependant on the existence of the Feltwell landfill site which is due to be closed in August 2012. A grant application for £50000 could be submitted once consultation with the local community has been completed. The village schools and current users of the Recreation Ground have already been approached for input but community involvement needs to be expanded.

It was agreed a Project Working Group should be formed with the following volunteers: Mr C Stone, Mr J Marriage, Mr P Ashman, Mrs B Bluck and Mr R Hood.

8. Mr R Hood was appointed as Cemetery Superintendant with Mrs M Wortley as Assistant Cemetery Superintendant.

9. The minutes of the meeting held on 12/04/12 were confirmed as a true record of the meeting.

10. Matters arising from the minutes.

Thanks were voice to Mr J Marriage for work undertaken to complete alterations to the serving hatch in the Fenton Room.

11. Accounts for April were presented and approved for payment in accordance with the budget.

Expenditure

Payee	Net	VAT	Gross
Staff			774.50
Initial Washrooms	31.47	6.29	37.76
Lighting maintenance	105.12	21.02	126.14
CGM	119.73	23.95	143.68
E.on Energy	71.98	3.60	75.58
ESPO - chairs	1040.00	208.00	1248.00
E.on Energy	492.43		492.43
CGM – tree survey	385.00	77.00	462.00
BT	159.92	31.99	191.91
Pace Fuelcare	566.40	28.32	594.72
Signs			57.50
PO - IR			30.80
Methwold Times			120.00

Income

Doctors	£60.00
PO	£51.00
Hall lettings	£522.50
Cemetery	£75.00

11.1 The accounts for the year ending March 31st 2012 were accepted as presented.

11.2 It was agreed to purchase two "SLOW, CHILDREN PLAYING" signs to be located near the crossroads in Methwold Hythe up to a maximum cost of £65.00. One sign will be placed on private land once written permission has been obtained from the land owner and the other will be fixed to the side of the bus shelter (Highways will be approached regarding this).

- 11.3 It was agreed to move item 11.3 to consider quotes for new curtains for the Fenton Room to the end of the meeting after a resolution to exclude the public had been passed.

12. Reports

12.1 Chairman's Report

The Chairman confirmed he had given information to a reporter from the Lynn News & Advertiser regarding the plans to build a replacement pavilion on the Recreation Ground. It was felt his comments were not as accurately published as would be hoped and thus some concern from members of the public may have arisen regarding the project.

12.2 Clerk's Report

- The Clerk met with solicitor Nick Hancox on April 13th 2012 to research the cost of engaging Mr. Hancox to register land thought to be owned by the Parish Council with Land Registry. Attendance notes from the meeting were presented to Councillors for consideration. Mr Hancox also submitted an estimate of £2830 to register possibly eleven pieces of land.
Discussion took place regarding the benefits of engaging professional advice and the cost involved. To try to keep costs to a minimum Mr J Marriage offered to attempt to register one of the pieces of land before any further decision is made.
- The Clerk has attended a seminar introducing Parish Online to Parish Councils in Norfolk. Parish Online is a low-cost, web-based application designed to make mapping and information easier to access for Parish Councils. Further research will be undertaken to determine whether this application would be of benefit to the Council.
- Members of Methwold United Football Team were present at the meeting to confirm their use of the Recreation Ground for the forthcoming season. The Parish Council has agreed the team can use the Rec. for training and for matches on Saturdays and Sundays. The Open Spaces Working Party has been asked to consider introducing a more formal agreement for use of the Recreation Ground in future.

12.3 Reports from Working Parties

Councillors had previously received copies of the notes from the Open Spaces Working Group meeting held on 26th April 2012 and the Hall and General Purposes Working Group held on April 16th 2012. Verbal updates were given by Mr C Stone and Mr J Marriage and copies of the notes from the meetings are also filed.

- There has been no further action to date regarding provision of a play area in Methwold Hythe.
- The Recreation Ground Project is progressing and Councillors are to meet Lucinda Leonard of Norfolk Rural Community Council on May 21st who will assist with identifying possible sources of grant funding. Mr C Stone has met Sarah Gosling from "WREN" regarding submission of a grant application before the Feltwell Landfill Site closes as the criteria for an application to WREN includes the need for the project to be within ten miles of an active landfill site.
It is planned to consult with members of the community regarding the Rec. Project and a stall will be set up at the Jubilee celebrations to advertise the plans and gauge support.
- It was confirmed dogs are not permitted on the Recreation Ground as it is a children's play area but dogs are able to use Rights of Way. Signs are to be erected stating "No Dogs Please".
- Mr C Stone offered to submit a copy of the recently compiled parish tree survey to the Borough Council of King's Lynn and West Norfolk to request permission to undertake the work recommended. A request will also be made to remove trees at the entrance to the Churchyard to re-plant. A decision will need to be made by the

Parish Council regarding the timescale to complete the tree maintenance work necessary.

- A decision has been made to plant a Tulip Tree in the centre of the turning circle at the Cemetery and to also plant a tree by the village sign.
- A seat planned for the Green along the Hythe Road will be sited once the weather improves.
- The War Memorial Trust has indicated that the Parish Council would be in a good position to apply for a grant to clean and replace lettering on the village memorial.
- The Hall and General Purposes Working Party feel the provision of curtains in the Fenton room should be a priority.
- A metal storage cabinet for the boiler room at St. George's Hall has been purchased at a cost of £30.00.
- Quotes are being sought for re-decoration of the doctors surgery and waiting room.
- Discussion has taken place regarding how the income from the Village Hall may be improved.
- A request has been made regarding whether the Hall and General Purposes Working Group can be allocated a sum of money that can be spent on maintenance of the hall without the need to refer back to the Full Council. This matter will be an agenda item for the June meeting of the Parish Council.

12.3a A budget of £500 was agreed for surveys relating to the Recreation Ground Project to be taken from the £4000 already allocated. It was also agreed (with one abstention) to allow £200 for associated costs to advertise and consult with parishioners regarding the proposals for the Recreation Ground.

12.3b Membership of the Fields in Trust Scheme was agreed at a cost of £20.00.

13. Correspondence

1. Norfolk Link Extra (copies given to Councillors of the pages covering Member's conduct and the registration and disclosure of their interests and pre-determination).
2. NAVH Newsletter
3. Mineral Site Specific Allocations and Development Plan Document consultation
4. Letter from BCKLWN Regeneration Officer relating to properties in the parish
5. NPFA Playing Field magazine
6. Correspondence received from Mr. Les Lawrence – copied to Councillors

14. Planning

14.1 Construction of a winter storage reservoir for use in the irrigation of arable farmland at Rosedene Farm, Severalls Road, Methwold Hythe 12/00609/FM

Supported

14.2 Erection of white PVCU conservatory to rear elevation at 57 Globe Street, Methwold 12/00602/F

Supported

14.3 Erection of single storey pavilion/changing facility on Methwold Recreation Ground 12/00621/F

Parish Council application

Notice of Decisions

14.4 Conversion of outbuilding to form a self contained annexe at 2 Old Severalls Road, Methwold Hythe 12/00219/F

Permission granted

14.5 Extension to thick juice tanks at Wissington Sugar Factory 12/00307/F

Permission granted

14.6 Front porch extension, infill rear/side extension (replacing conservatory) and new detached double garage in rear of garden at 10 Main Road, Brookville 12/00245/F
Permission granted

14.7 Construction of new, replacement dwelling house and subsequent removal of existing pre-fabricated chalet bungalow upon completion at 31 Holders Lane, Brookville 12/00282/F
Permission granted

15. Trees to celebrate the Queen's Diamond Jubilee

Considered under item 12.3.

16. Hire of the Waiting Room at St. George's Hall

Hall and General Purposes Working Party to consider charge for hire of the Waiting Room for recommendation at the June meeting of the Parish Council.

17. Right of Way across Lower Green

It was agreed this matter should be discussed after the resolution to exclude the public at the end of the meeting as consideration would need to be given to the costs of engaging professional advice.

18. Further Reports/Items for the next agenda

18.1 It was noted that a Police Architectural Liaison Officer has contacted Mr J Marriage to advise on the design of the proposed pavilion to try to minimise vandalism.

18.2 A pot hole on Feltwell Road has been reported to Highways.

18.3 Other highway issues to report include a pot hole by forestry route No. 51 along the Brandon Road, crumbling road surface at Cock Corner and at the entrance to Ventura Close and a pot hole by the entrance to the market.

18.4 Street light No. 41 at Fair Hill is out.

18.5 BT will be informed of broken glass in the phone box at Herbert Drive.

18.6 An area of grass belonging to the Parish Council by Church Cottage, Globe Street is not being cut by the grass cutting contractors. The contractors will be approached to add this area to the maintenance contract.

18.7 It was suggested a form will be compiled for councillors to complete if they wish to add an item to Parish Council meeting agenda.

18.8 It was noted the wall of the George Public House which is said to be the responsibility of the Highway Department is in need of repair.

A resolution was passed to exclude the public.

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Methwold Parish Council would like the following to be noted:

Discussion regarding provision of a new pavilion at Methwold Recreation Ground has taken place at several meetings of the Parish Council during the past year. The minutes of the Parish Council meeting held on September 8th 2011 state

"Discussion has also taken place regarding provision of changing facilities at the Rec. and it was decided to accept the following recommendations made by the Open Spaces Working Party

1. That the Group should ask for a Pre-Planning Consultation from the Borough Council and if the results of this are satisfactory then-
2. Draw up detailed plans and submit a formal planning application for a steel-framed building on the existing site (or one slightly larger if footings have to be put around the existing slab). If this is passed then –
3. Apply for the first phase of Building Regulations – which will indicate exactly what work will be needed so accurate estimates can be obtained.

4. At this stage a more precise estimation of cost for the project can be provided and public consultation can be undertaken
5. Following public consultation the Council can decide if the project should be continued  
It was agreed by nine votes in favour (1 abstention) to accept these recommendations to undertake a feasibility study at a cost of £1400."