

MINUTES OF METHWOLD PARISH COUNCIL MEETING
HELD AT ST. GEORGE'S HALL
THURSDAY 14TH JUNE 2012

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

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

OPEN FORUM

- Comment was made that the grass cutting recently undertaken in the parish by the company contracted by the Parish Council has been of poor quality. The Clerk has already passed this on to the contractors and a meeting will be arranged with a representative of the firm to discuss concerns raised.
- It was noted a letter sent to the Chairman of the Parish Council will be raised during the Chairman's Report.
- It was reported that growing amounts of dog waste are appearing on the pathway between Trent VC Close and Ventura Close. "Clean up after your dog" signs have been supplied by King's Lynn and West Norfolk Borough Council and will be placed around the parish.
- Mr Martin storey was thanked for arranging for cutting of the footpath across Storey's Meadow adjacent to the Recreation Ground.
- Mr Chris Stone was thanked for organising Jubilee celebrations in the village.

1. Apologies for Absence:

Mr D Wortley, Mrs B Horton
Safer Neighbourhood Team

2. Declarations of Interest made:

Mr J Marriage declared an interest in item 8.

3. The Minutes of the meeting held on 10/05/12 were agreed as a true record of the meeting.

- Discussion took place regarding how matters which are discussed at Working Party meetings are then recorded in the minutes of Parish Council meetings. Discussion from the Working Party meetings needs to be published so members of the public are aware of matters under consideration and it was thus proposed that the notes from meetings of the Working Parties should be adopted as part of the minutes of the meetings of the full Council. It was agreed that the reports from the Working Party meetings will be adopted as proposed. It was felt that an addendum should be added to the minutes of the May meeting of the Parish Council to note that much discussion regarding plans for a new pavilion has taken place at meetings of the Parish Council. (It was agreed at the meeting held in September 2011 that the Open Spaces Working Group should ask for a Pre-Planning Consultation from the Borough Council and depending on the results then detailed plans would be drawn and submitted for a formal planning application for a steel-framed building on the existing site).

4. Matters arising from past minutes:

- It was noted that the minutes of the May meeting indicate that signs requested for Methwold Hythe may not be worded as was agreed. It will be checked that the signs are to read "SLOW

DOWN, CHILDREN". Letters have been passed to the Parish Council by residents of Methwold Hythe who are prepared to locate the signs on their premises.

- Mr Jim Marriage has researched the possibility of registering Parish Council ownership of the old gravel pit along the Brandon Road and this matter will be an agenda item again on the July Parish Council meeting when consideration will be given to engaging a solicitor to register areas of land for the Parish Council.

5. Reports:

5.1 Chairman's Report:

- The Chairman has received a letter from a member of the public raising various concerns in respect of the plans for a new pavilion on Methwold Recreation Ground. As a result of this the Chairman suggested that all future meetings of the Working Parties should be held in the Fenton Room at St. George's Hall with dates to be well publicised in advance. This would give members of the public ample opportunity to attend meetings of the Working Parties should they wish. It is planned to create a calendar of hall bookings on the methwold.net website and all meetings of the Parish Council can be noted on the calendar.
- The Chairman thanked Mr Chris Stone for his organisation of celebrations for the Queen's Diamond Jubilee.

5.2 Clerk's Report:

- The Borough Council has supplied "Clean up after your dog" signs.
- The Parish Council has received notification that the public will be prohibited from using bridleway Methwold BR13 which runs along the southern bank of the River Wissey between Hilgay and Wisington Sugar Factory from July 1st 2012 to September 30th 2012 while work is undertaken by the Environment Agency.
- An open day is to be held at High Fen Farm on Sunday 17th June 2012.
- A dog walker was seen walking a dog on a lead across the Rec. On being approached the walker admitted he was aware that dogs are not permitted across the Rec!
- The street maintenance firm engaged by the Parish Council has gone into liquidation. The Norfolk Association of Local Councils is to provide councils who are affected by this with legal advice and thus this matter will be an agenda item for the July Parish Council meeting when further information should be available.
- Communication regarding the lease with Eastern Power Networks for the land where the electrical sub-station is sited has been received from Rix & Kay Solicitors. A response will be drafted requesting that Eastern Power Networks pay reasonable costs for the Parish Council to undertake legal advice regarding the proposed lease. The term of the lease will also be questioned as the draft lease states a term of 21 years whereas the Parish Council had requested a term of five years. The Norfolk Association of Local Councils will be asked to scrutinize the draft lease.
- A further letter has been received from Methwold United Football Club. The Club has requested use of Methwold Recreation Ground every Saturday during the football season as two teams will be playing. The Club would also wish to use the Rec. for training sessions on a Wednesday evening. Matches will begin on July 2nd with the season running from August 18th 2012 to the end of May 2013. The Club has also asked for permission to turn the pitch for the forthcoming season. It was felt use of the Rec. should be considered by the Open Spaces Working Party.
- It has been reported by the Borough Council that large amounts of dog waste are being deposited in the dog waste bin located in Crown Street. Dog waste can be suitably wrapped and placed in the household black refuse bins and thus there should be no need for large

quantities of dog waste to be placed in the dog waste bins which are provided for the use of dog walkers.

5.3 Reports from Working Party meetings:

5.3 I. It was agreed that up to £100 should be spent to replace the missing down pipe at the rear of St. George's Hall. Once a down pipe has been fitted anti-vandal paint can be used to paint the guttering.

5.3 II. Two "Fire Exit" signs will be purchased to replace signs missing at St. George's Hall.

Report from the Hall and General Purposes Working Party

Councillors had previously been presented with a written report of the meeting held on May 31st 2012 and a copy is filed. Mr. J Marriage gave a verbal update on matters raised:

- A request has been made for occasional hire of the Doctors Waiting Room for osteoporosis screening. It is thought a booking may be made every five weeks and the hirer has offered to pay a fee of £5.00 per patient for use of the room. It was agreed by all to proceed with this arrangement.
- It was agreed quotes should be sought to replace windows at St. George's Hall complex that are determined to be in need of replacement prior to undertaking exterior painting of the building.

Report from the Open Spaces Working Party

Councillors had previously been presented with a written report of the meeting held on May 24th 2012 and a copy is filed. Mr. C Stone gave a verbal update on matters raised.

- Discussion has taken place regarding whether the children's play equipment at the Recreation Ground should be fenced. Opinions on this vary and this matter will be considered further as the project for the provision of new play equipment progresses. Lucinda Leonard of Norfolk Rural Community Council has offered to attend a future meeting of Methwold Parish Council to advise regarding the play equipment project. It was noted Weeting Parish Council use money obtained from the recycling banks in the village to help fund ongoing maintenance for the play equipment at Weeting Playing Field. Norfolk County Council has been approached regarding how Methwold Parish Council might also obtain credits for recycling.
- A survey will be undertaken of Pupils of Methwold Primary School to establish the play equipment the children would like at Methwold Recreation Ground. It was noted letters of support for the play equipment project from village organisations could be submitted with the proposed grant application to help demonstrate need.
- Discussion took place regarding whether an earth mound should be built for children to launch from when using the zip wire at the Recreation Ground. Investigation will be undertaken to establish if such a mound would conform to Health & Safety regulations.
- It was agreed matters relating to Methwold Cemetery could be considered at meetings of the Open Spaces Working Group.

5.4 WREN grant application

An application is to be made to WREN for a £50,000 grant to provide further play equipment at Methwold Recreation Ground. An application must be submitted by August 31st as the Landfill site at Feltwell is to close. WREN funding is dependent on a project being located within ten miles of an active landfill site.

- It was agreed Mr. R Hood and Mr. C Stone would sign the document applying for the grant. A working Group of Mr. R Hood, Mr. C Stone, Mr. P Ashman, Mr. C Neville and Mr. J Marriage will meet on June 25th to consider the grant application.

- A Finance Committee meeting will take place on June 27th when the grant application will be considered in conjunction with other projects under consideration by the Parish Council. A Parish Council Action Plan should be agreed to assist the grant application process and the Parish Councils Financial Strategy should be reviewed to accommodate planned projects.
- It was agreed to accept an Equal Opportunities Policy for the Council as presented.

6. Accounts for June were approved for payment.

Expenditure

Payee	Net	VAT	Gross
E.on Energy			151.57
Staff remuneration			804.46
Internal Audit	350.00	70.00	420.00
CGM	119.73	23.95	143.68
A1 Signs	45.00	9.00	54.00
Initial Washrooms	31.47	6.29	37.76
E.on Energy	12.29		12.29
DTKM website			7.50
Waste bags			10.00

Income

Post Office	£51.00
Doctors	£60.00
Scamps	£100.00
Other Hall lettings	£515.50
Cemetery	£75.00

Councillors were presented with an up to date income and expenditure spreadsheet.

6.1 Discussion took place regarding whether power to incur expenditure should be granted to the Hall & General Purposes Working Party. The Working Party could be allocated a set monthly amount which could be used to undertake immediate repairs or rectify any Health & Safety concerns that might arise between Council meetings. Standing Orders state that the Chairman and Clerk have the power to spend up to £500 should an emergency situation arise therefore Standing Orders would need to be altered should the Working Party be allocated any money. It was noted that a Working Party is a discussion group and thus does not have the power to make decisions. It was agreed the Norfolk Association of Local Councils will be asked to advise on this proposal and this matter will be an agenda item again for the July meeting of the Parish Council.

7. It was agreed (with one abstention) to accept the accounts for the year ending March 31st 2012 and the Annual Return form was duly completed and signed.

8. Planning:

Applications for consideration

Mr J.Marriage left the meeting during consideration of the application for a single storey oak frame and glass extension with pantile roof at 14 Hythe Road, Methwold 12/00876/F

Support

8.1 Proposed storage buildings for workshops at The Workshops, Brandon Road, Methwold
12/00701/F

Support

8.2 Construction of a steel framed sheeted building to act as an enclosure around the discharge point of the limex 70 conveyor at Wissington Sugar Factory 12/00813/F

Support

Notice of Decisions

- Detached garage at Salt Box Cottage, Methwold Road, Methwold Hythe 12/00204/F
Permission granted
- Two storey extension to dwelling at 14 White Road, Methwold 12/00529/F
Permission granted
- Installation of a twin roof mounted PV system on an agricultural building at Banhams Farm, Severalls Road, Methwold Hythe 12/00485/F
Permission granted
- Erection of white PVCU conservatory to rear elevation at 57 Globe Street, Methwold 12/00602/F
Permission granted

The planning application for the erection of a single storey pavilion/changing facility on Methwold Recreation Ground has been withdrawn and resubmitted.

9. Correspondence

9.1 Drainage works:C871 Methwold High Street

9.2 WNVCA Funding News June 2012

9.3 Notification that it is proposed that Mazars LLP will be re-appointed to audit the annual returns of all small bodies in Norfolk for five years from September 2012

9.4 Norfolk Health and Wellbeing Board update

10. Code of Conduct

Under the requirements of the Localism Act 2011 the Council must adopt a new Code of Conduct. It is recommended that the Council either accepts the Code adopted by the District or Borough Council or the code drafted by the National Association of Local Councils.

All Councillors were provided with information on the code and one of the two codes recommended will be adopted at the July meeting of the Parish Council once further information has been received from the Borough Council of Kings Lynn and West Norfolk.

11. Further Reports /items for the next agenda:

11.1 It was reported that permission has been sought for the Whiteplot Road name sign to be positioned on the wall of the first property in the road.

11.2 Roads and footpaths are in need of cleaning in Methwold Hythe and the trod between the Hythe and the village needs to be sprayed to clear the weeds.

11.3 A pot hole is in need of repair along the Old Feltwell Road.

11.4 There are also pot holes needing repair at Cock Corner and Ventura Close. Any such concerns can be reported at www.fixmystreet.com

*It was agreed to suspend Standing Order No. 1z to allow the meeting to continue past 9.30pm.
Resolution to exclude the public to consider the following:*

1. Quotes received for decoration of the Doctors surgery at St. George's Hall

As only one quote has been received this matter will be considered at the July meeting of the Parish Council when it is hoped more quotes will have been obtained.

2. Curtains for the Fenton Room, St. George's Hall

Three quotes were considered for new curtains for the Fenton Room. It was agreed to confirm the quote received from SMD Drapes and Councillors will meet to decide on the design and colour of the proposed curtains. The caretaker will be asked to clean the curtain rails before new curtains are hung. It was noted there is need to darken the Fenton Room for film shows so black out type curtains are needed.