

MINUTES OF METHWOLD PARISH COUNCIL MEETING
HELD AT ST. GEORGE'S HALL
THURSDAY 12th SEPTEMBER 2013

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

Mr. M Peake Borough Councillor sent apologies
1 member of the public

OPEN FORUM

Methwold United Football Club's representative gave the Clerk a cheque for match fees and £43.00 towards new goal posts; Mr Hood thanked her. Methwold United Football Club apologised for last Sunday when they were due to meet up with Parish Councillors to install the new goalposts and was unable to attend. They asked for Councillors to help put up the goal posts on the 29th September and were asked to liaise with Mr Stone and the Open Spaces working group. It was noted that the Parish Council are not actively involved in putting up the goal posts and Methwold United Football Club need to indemnify the Parish Council for £600 should there be any problems with installing them.

A Parishioner expressed concern that 40 houses were being proposed for Methwold. The Parish Council will be setting up a Planning Committee meeting to look at the proposals; members of the public and other Councillors are welcome to attend.

1. Apologies: None

2. Declarations of Interest made: Mr Wortley expressed an interest in item 7.1, Mr Ashman 11, Councillors will leave room when item is discussed.
2.1 Dispensations: none

3. The Minutes of the meeting held on 8.8.13 were agreed as a true record of the meeting

It was noted that the Borough Council of Kings Lynn and West Norfolk clean up team have not visited the recreation ground to clean the seats; Clerk to chase. Minutes agreed proposed by Mr Ashman, seconded by Mrs Horton, all Councillor agreed.

4. Reports:

4.1 Chairman's Report

- Sent apologies for the Finance Committee as did other Councillors, the meeting was not quorate so could not take place; meeting to be rearranged.
- Recreation wall was falling down in certain places; people were worried children would hurt themselves, so contacted a contractor to repair the wall; cost was £100 for 2 people for a day; the wall has now been repaired.
- Mr stone will discuss the damage to the play equipment
- 1 person has had their garage broken into; their alarm went off so nothing was taken.
- A person was taking a picture of someone loitering near a car; the person was chased off, people reminded to be aware.
- Has heard that someone tried to break into a shed in Ventura Close
- Highway Rangers will be visiting on the 21st October; Mr Williams will be available to meet them.
- Footpath between Hythe and Methwold needs clearing of grass and weeds, Clerk to report.

- Attended several meetings
- Football Club is listed on Calendar, Recreation Ground and car park shows up on hall calendar. Kitchen is shown as fully fitted needs to be changed to preparation area.

4.2 Clerk's Report:

- The clerk gave an update on the letter received about the damage on the right of way from the recreation ground to Globe street; Highways have said that it is not a right of way. It was noted that it has been used as a footpath for a number of years.; Mr Stone to investigate further.
- It was clarified that insurance is covered for the replacement cost of play equipment plus the installation cost if it is damaged or stolen. It is important that the sum insured is based on these costs rather than the original price. Cover is provided on an all risk basis which includes cover for loss or damage caused by events such as fire, theft, vandalism, flood and storm and by accidental means. A £250 excess applies to any one claim. The clerk was asked to put Insurance/equipment and other contents on the next Finance Committee meeting agenda.

4.3 Report from the Open Spaces Working Group:

A list of equipment has been obtained from Mr. Nixon; Open spaces working group recommend that the equipment should be bought as it is needed by Mr. Nixon to do his job properly; the estimated cost is £100; proposed by Mr. Stone, seconded by Mr. Ashman, all Councillors agreed. Mr. Stone will be liaising with Mr. Nixon to purchase the equipment. Mr. Stone proposed that Mr Nixon be allowed to store the equipment at the Pound and purchase a new lock and keys. All Councillors agreed.

The Police have contacted Mr. Stone about the vandalism at the playground; they are sure they know who did it and have spoken to them. It was noted that the Police had reacted very quickly and made others aware. The matting has been put back in place.

The old bin at recreation Ground is to be put in the Pound as a spare.

M.r Stone has all of the information from Mr. Marriage on the Pavillion Recreation hire form is now being used with Methwold Football Club.

Lights need repairing, replacement of bowls on lights 9006 and 9011; proposed by Mr Stone, seconded by Mr Ashman, all Councillors agreed.

Seat sponsorship, MPRA £370.00, £100 received from Parishioner.

The need for maintenance assistance was discussed; jobs could be completed quicker; it was suggested to put an advert in Methwold Times; no financial commitment until a job comes along. On an as and when contract; pay when the job is completed. Mr. Stone to put an advert together and send to Mr. Marriage and Mr. Hood, all Councillors agreed.

It was clarified that a recycling bin for clothes would still be going ahead; it will help to raise some money for Friends of the Playground. It was noted that people can choose which recycling bin to use.

Mr. Stone to contact CGM with regards to the shrubs outside Brumble Barn; Miss Stone has replaced them; Mr. Ashman has spoken to CGM and will give Mr. Stone the contact name.

4.4 Report from the Hall and General Party Working Group:

One or two things outstanding no progress as yet; cracked toilet bowl still to be replaced.

Possible need, request from Methwold Group for temporary storage for equipment.

Doors are planned for this week, decorators following week.

Discussion on storage awarded a £3,000 grant towards the estimated cost of £3,820 for container and various stillages. There have been questions over the difficulties of operating the doors; it was confirmed that if the doors are well maintained they should not be too difficult to operate. The grant money will be used; Mr Marriage asked the Parish Council for approximately £100 to go towards the storage; Mr. Ashman proposed, seconded by Mr. Masters, 1 abstention, all other Councillors agreed.

Advised funding is available for refurbishment of the kitchen; 8 or 9 letters for quotes had been sent only one quote returned. It was suggested to go out to original quotes and seek further quotes for DIY Stores.

Had an offer to put white lines in the car park, offer politely declined; standard method should be used. Lines are a low priority; in view of current spend of the Parish Council.

Replacement drainage, 1 quote received.

The Clerk queried whether the process for quotes could be made simpler whilst still meeting legal requirements; other Parish and Town Councils had simpler processes. It was noted that the process is not difficult; contractors should be able to follow it. Councillors asked to think about it and put it on the next agenda.

5. To consider and agree Cemetery rules:

Mr. Stone went through the cemetery pack, brief guide; an application to reserve a burial plot has been added; Mr Marriage was thanked for the work he had undertaken. Councillors to proof read and give Mr. Stone comments; ready to be adopted and trialled. Mr. Thomas was thanked for the amount of time he spent revising the forms. It was agreed that Mr Stone would be given 2/3 days to make the small changes identified and would then email them out to Councillors and local Undertakers, all Councillors agreed.

5.1 To Consider an Internment and waiver of fees at the Cemetery:

Councillors discussed a request to reduce the price for 2 plots; 2 double graves; links to Methwold were discussed. A proposal for a reduction in fees was asked for, no proposer came forward. It was agreed that they would pay the full price; no Councillors had any other proposals.

An application to erect a memorial was discussed; meets the criteria; permission given.

6. Accounts to be considered for approval of payment:

Accounts September 2013

Payee	Net	Inland Revenue	VAT	Gross
Phil Ashman	30.00			30.00
Mark Harrod Ltd	740.00		148.00	888.00
A1 Engraving (sign)	55.00		11.00	66.00
CGM July 2013	205.26		41.05	246.31
K & M Lighting (August 2013)	99.04		19.81	118.85
K & M Lighting (September 2013)	99.04		19.81	118.85
Viridor Waste Management Ltd	249.11		49.83	298.94
ESPO(litter bin)	249.00		49.80	298.80
ESPO (3 x litter bins)	747.00		149.40	896.40
ESPO (2 x notice boards)	37.00		7.40	44.40
Staff remuneration	962.86	11.00		973.86
Eon (St George's Hall)	327.32		16.37	343.69
Eon (streetlighting August/September)	146.72		7.34	154.06
Post Office (Inland Revenue June/July)				
Stamps 36x 1st, 12 x 2nd class) bought previously by Mrs Maguire	27.60			27.60
Total	3974.95	11.00	519.81	4505.76

Payment for oak seat to be authorised

Income	
Hall Hire- Long Term	
Methwold Theatre Club	204.00
History Group	125.00
Methwold Carpet Bowls Club	168.00
Busy Bees	126.00
Hall Hire (one off booking)	
Mrs Bull	13.50
Homestead Plants	21.00
Wickham	21.00
Mr Burbridge	13.50
BCKLWN	70.00
Cemetery	145.00
West	34.50
Total income	941.50

The Clerk was asked to add standing order to payments list.

The clerk went through payment and pay award for Clerk.

The clerk gave out copies of the budget and the bank reconciliation; to be approved at the next Finance Committee meeting.

The Hall working party to look at National Trust hiring payments.

Accounts accepted for payment; proposed by Ms Wortley, seconded by Mr.

Marriage, all Councillors agreed.

7. Planning:

Mr Wortley left the room.

To receive planning decisions:

Grant of conservation area consent 32 Hythe Road, Methwold (13/00915/CA) and grant of planning permission (13/00913/F)

Grant of planning permission at 14 Lancaster close, Methwold (13/00916/F)

Mr Wortley left the room

7.1 Applications for consideration:

27-33 Whiteplot Road, 13/01239/0- application was discussed-support

23 Whiteplot Road 13/01262/F- application was discussed, Councillors object; building of historic interest, proposed replacement is out of keeping.

Mr Wortley returned to the meeting.

52 Hythe Road Methwold (13/01216/F)– application discussed-support

7.2 To consider any planning applications received after the agenda was produced: none

8. To consider the Lightsource Community Benefit payment

The Clerk had given copies of Lightsource paperwork to all Councillors. The benefits were discussed. Mr. Marriage to look into it further and report at the next meeting; to send an email to Lightsource, to confirm that the Parish Council's interest.

Mr Hood proposed that the meeting be extended, all Councillors agreed.

9. Correspondence:

A Planning Committee meeting is to be held on the 25th September at 7.30pm to consider the planning proposals put forward by the Borough Council. Mr Stone to put a notice in Methwold Times and notices to be put on the Parish Council notice boards. Members of the public and other Councillors are invited to attend. M.r wortley declared an interest, Mrs Horton to stand in for Mr. Wortley. Mr. Stone to bring an overhead projector and a laptop

10. Any Further Reports/for information only

Mr. Stone: accident at the crossroads Northwold and Feltwell Junction; has been asked whether Norfolk County Council can reconsider signage in that area. The Clerk to email Highways, C41 Weeting to Northwold Road, Cranwich Common; is it possible signage is obscured by trees.

Mr Marriage spoke to Busy Bees, they are moving from the hall to the Sports and Social Club. They were concerned about moving their equipment to the stillage; the Parish Council had not made the decision; that they had to move their equipment. It was noted that they had been loyal customers for over 30 years; the Parish Council would have liked to discuss it with them before they decided to move.

It was reported that Lazy Days may be considering moving. The Parish Council do not want to lose loyal customers; they want to be fair to everyone. The clerk to write to Busy bees and Lazy Days to

ask them to meet and discuss their issues.

Mr. Ashman: 1 mole on old part of the Cemetery and 2 on the recreation ground. Large pothole outside last cottage on the left, Whiteplot Road, Methwold Hythe; Clerk to report.

Mr. Neville; there is a light still out on post number 131 outside 91 Hythe Road; Clerk to report.

Mr. Williams; salt box is full, triangle has been cleared of mess, car park sign at the entrance to Cemetery is bent and the bus timetable is out of date.

Work for rangers- overgrown shrubs at Chapel corner, Mr Williams will have a word with the Ranger.

11. To pass a resolution to exclude the public to consider quotes for work for repair, maintenance and improvements:

Mr Ashman left the room; the pest contract was discussed; the work is still needed. Mr Marriage proposed that the contract is required for another year at the current prices, seconded by Mrs Horton, all Councillors agreed.

Mr Ashman rejoined the meeting and confirmed that the prices would remain the same for the pest contract.

Drainage quote discussed, only one received. It was noted that the money has been allocated and the work is needed. The clerk read through the quote but did not identify the name of the contractor. Mr. Williams proposed to accept the quotation, seconded by Mr. Stone, 2 abstentions, all other Councillors agreed. Clerk to write accepting the quote and asking them to liaise with Mr Marriage.

Fencing quote discussed, only one quote for the full work and one quote to supply the material. Proposal to get a price to fix the fence and bring it to the next open spaces meeting, all Councillors agreed.

It was noted that the light outside the door is still out.

Meeting Closed 10.40pm.