

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

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

Mr M Storey Borough Councillor;
Mr. M Peake Borough Councillor - sent apologies
2 members of the public

Mr Hood welcomed all to the meeting

OPEN FORUM

- The speed limit approaching Brookville from Whittington was discussed in relation to the main entrance to the Solar Plant at True Hill [Woodfield]. The question was whether the speed limit could be put further back (40mph). Action Clerk to write to NCC Highways
- A query was raised on how many times the defibrillator has been used; it has been taken to emergencies twice, however emergency services attended before it needed to be used.
- 1. **Apologies:** Mr. C Neville
- 2. **Declarations of Interest made:** Mr Stone, Church wall, backs on to his house, Mr Thomas 5.2, Interested in Handyman vacancy
- 2.1 Dispensations: none
- 3. **The Minutes of the meeting held on 11.11.13 were agreed as a true record of the meeting**
Minutes approved with a minor amendment, last page DW reported the footpath, proposed by Mr Ashman, seconded by Mr Wortley, all Councillors agreed.
- 4. **Reports:**
- 4.1 **Chairman's Report**
 - Mr Marriage to provide contact details for a member of the public
 - The Clerk to send a letter to Mr Pooley regarding the emergency bars on the new fire doors.
 - Had a report that a car had driven into the Cemetery railings, investigated but the vehicle was pushed onto the footpath.
 - Spoke to Land registry re transfer of land, no issues.
- 4.2 **Clerk's Report:**
 - PCSO Philip Writer sent the following report: 26 Calls to Methwold in the last month and 3 Crimes, 2 x thefts and an assault
 - £1000 has been put in the budget for a computer and printer
 - Lights at Herbert Drive reported
 - Letter to PCC re Church wall has been sent
 - Letter re transfer of land has been sent
 - The work has been ordered for the footpath, Methwold to Methwold Hythe and maintenance to trees and hedges.
 - Letter to Hancox Solicitors re land registrations has been sent.
 - Attended BCKLWN information session, the Council Tax Support Grant will be paid in 2015/16, approximately a 16% reduction.
 - Planning permission has been given for 5a, Main Road Brookville, query over whether the development is as per permission. Action: Clerk to write to BKLWN
 - Highway rangers will be visiting Methwold the week of the 20th January, jobs to be done:
 - Pot hole at Cock Corner
 - Whiteplot Road- Methwold Hythe; water grapps and the road need cleaning

- Ventura Close, the water is not going down the drain; the water is collecting in the road where it joins Hythe Road.
 - Mr Ashman is available to meet the Rangers.
- East Side Hempland Farm, new tarmac on the bend, 3 or 4 accidents, when it is wet it is like a sheet of ice, it is very dangerous; Clerk to write to NCC Highways.
- 4.3 Report from the Open Spaces Working Group to include recommendations made at the meeting on 28.11.13.** Mr Stone reported
- Fencing at Rec car park completed. New gate to be installed in January
 - Disabled access needs to be improved now the fencing is complete. Agreement in principle sought from the Parish Council that the playground funds of £1950 can be used. Proposed by Mr Ashman, seconded by Mrs Bluck, all Councillors agreed.
 - A discussion took place on maintenance of footpath from Rec car park to Globe Street. Agreed it is important to maintain. The costs need to be established. Partial funding [50% of the costs] might be available from Parish Partnership scheme. Action: Clerk to give Mr Stone details.
- 4.4 Report from the Hall and General Party Working Group to include recommendations made at the meeting on 5.12.13.** Mr Marriage reported:
- Working Group recommendation to Council to purchase a salt box [cost approximately £120] to be located at the Village Hall; Mrs Horton proposed the purchased, Mr Ashman seconded, all Councillors agreed. Action: Mr Marriage to give Clerk the details and Clerk to order a salt bin.
 - Hall hire charges deferred to next month
 - Drainage work has been completed
 - Specification for the kitchen has been produced and quotes to be sought. Action: Clerk to invite quotations
- 4.5 Report from the Finance Committee to include recommendations made at the meeting on 10.12.13 to include consideration of the 2014/15 budget and precept:**
- The Clerk has not typed the minutes as yet. Councillors were given a copy of the budget and precept for 2014/15 and a comparison of precept figures and Band D costs. The grant from the Borough Council is decreasing as years go on. Councillors to review budget prior to making a decision on the percentage increase of the Precept at the next meeting [January]. The following need to be added to the budget:
 - Storage costs need to be added to the budget.
 - The church wall is estimated as costing £15,000 If the full cost is born by the Council this will significantly increase the precept. [If the budget is accepted as it is, it will mean approximately a 20% increase of £13.10 a year on a Band D property]. If a quote could be obtained for the repair before the January meeting it would be useful, Mr Storey will look to see if any grants are available from the Borough Council. A delay to the work would allow time to spread the cost [through the establishment of a fund] thereby reducing the potential increase in the Precept. [There is still a question as to whether it is the responsibility of the Parish Council; a letter has been sent to the Church].
- Councillors to look at the Clerks figures, any questions ask the Clerk and decide on a potential increase of 10, 15 or 20%.
- A pay increase for the litter picker was discussed; all Councillors agreed the pay increase.
 - A thank you letter to be written to Wren, all Councillors agreed.
 - The quotes for grass cutting to be sought.

5. Accounts to be considered for approval of payment: December 2013

Payee	Net	VAT	Income Tax	Gross
CGM (November 13 Cemetery)	65.00	13.00		78.00
Phil Ashman	30.00			30.00
K & M lighting Services(December2013)	102.35	20.47		122.82
Eon (St George's Hall 15th Nov 13)	402.55	20.13		422.68
BCKLWN Play inspection	60.00	12.00		72.00
Suffolk Association Local Councils Cemetery course	40.00	8.00		48.00
Steelway Fensecure (fence panels)	1387.77	277.56		1665.33
Karl May (install fence panels)Part payment against invoice of £4320.00	3000.00			3000.00
Stannard Services drainage	6470.88			6470.88
Staff remuneration	862.00		110.40	972.40
Stannard Services (repair chalk wall at Rec)	100.00			100.00
Eon Streetlighting	70.99	3.55		74.54
Sub Total	12591.54	354.71	110.40	13056.65
Direct Debit Rentokil (initial Washroom Solutions) 29/11/2013	34.63	6.93		41.56
TOTAL	12626.17	361.64	110.40	13098.21
INCOME				
Hall Hire (Multiple Bookings)				
Standing Orders Hall Hire				
Doctors (1st November 2013)	£60.00			
Doctors (1st December 2013)	£60.00			
Direct Credits Hall Hire				
Post Office (30th November 2013)	£51.00			
Sub Total	£171.00			
Hall Hire (one off booking)				
Humphrey	£20.00			
Cash	£40.00			
Curston	£10.50			
Sub Total	£70.50			
				TOTAL INCOME HALL £241.50
Recreation Hire				
Methwold Football Club	£44.00			
Sub Total	£44.00			
				TOTAL INCOME REC £44.00
Cemetery				
T Sayer (Bond)	£80.00			
Sub Total	£80.00			
				TOTAL INCOME CEM £80.00
Other Income				
Wren	£5,834.31			
Sub Total	£5,834.31			
				TOTAL INCOME WREN £5,834.31

TOTAL INCOME £6199.81

The Clerk went through the payments, the invoices and cheques were checked by Mrs Horton. The Clerk clarified that a part payment would be paid for the fencing as there was still a gate to be fitted; payments approved, proposed by Mrs Horton, seconded by Mr Ashman, all Councillors agreed.

The Clerk had received a quote for the lights at St George's Hall. See item 5.3

- 5.1 Accounts update
Current balance after tonight's cheques are paid out £49,019.91
- 5.2 To receive an update on the handyman position and agree any action
Mr Thomas left the room; there is only one application for the handyman position. The Clerk outlined the legal position, various aspects including the importance of transparency, fairness and the law.
Action: Mr Marriage, Mr Ashman, Mr Stone and the Clerk to meet to discuss in more detail and come back to the Council.
- 5.3 Since only one quotation had been received it was agreed that the Clerk should seek at least two further quotations. Mr Marriage to supply the details of another Contractor to supply a quote. Mrs Maguire declared an interest that Mr Maguire had visited the hall the night before to provide a quote for the electrics at the request of the Council.
Action: Clerk to prepare invitation for the work including an option of replacement of all the tubes. Clerk to ensure the quotes are comparable. A query was raised as to whether there were strip lights stored in the loft; Mr Marriage to check.
- 6 To give an update on the Cemetery and agree any action;**
- The location for dumping soil was raised. Action: Mr Williams to look at where the soil can be placed.
 - There has been a request to erect a headstone, Mr Williams has been unable to identify the exact grave space as there is conflicting evidence Action: other Councillors are needed to help. The Clerk has identified that a transfer will need to be made as the person erecting the headstone is not the person who has the burial rights.
- 7 **To Receive Planning Decisions:** 13/01392/F Variation of condition 20 of planning consent 13/00796/FM to amend previously approved plans at potential Solar site NW of 51 Main Road Brookville Norfolk- permission granted
- 7.1 To consider planning applications: none
- 7.2 To consider any planning applications received after the agenda was produced: Wissington Sugar Factory College Road Wereham Kings Lynn, 13/01651/F: Support
- 8 **To Receive an update and agree action on the Lightsource Community Benefit payment**
Lightsource has agreed that the benefit can still be paid if the building takes 1 or 2 years to build. Councillors agreed that the Scouts can have the community benefit, if they do not comply with the time limit the Council are not responsible. Mr Hood to sign the deed, all Councillors agreed.
- 9 **Correspondence**
Age UK to be put on the next agenda.
10. **Any Further Reports/for information only:**
- C.S. No open spaces meeting in December
- J.M. To purchase rapid set concrete for concrete block under picnic tables, all Councillors agreed.
- P.A. Streetlights to report: 1 outside Methwold Church, 1 outside Green Man Methwold Hythe, on Old Severalls road, the light is on all of the time. Six moles caught on the recreation ground, traps still in, possibly 2 more and 2 in the Cemetery.
- S.S. CGM, not replaced shrubs outside Brumble Barn as yet. Approximately £35 each for Millenium Tree plaques, to be put on Open Spaces Working Group agenda.
- C.W. The School is progressing towards becoming an Academy as part of the group managed by the Diocese of Ely.
- M.W. Preparing the Church tree for the Parish Council.

Meeting closed 9.30pm.

Mr Hood wished everyone a Merry Christmas and a Happy New Year.