

**MINUTES OF METHWOLD PARISH COUNCIL MEETING**  
**HELD AT ST. GEORGE'S HALL**  
**THURSDAY 13th MARCH 2014**

Present: R. Hood Chairman, Mr C Neville-Vice Chairman, Mr. P Ashman, Mr. D Wortley, Mrs B Bluck, Mr. J Marriage, Ms M Wortley, Mr. C Stone, Mr D Masters, Mr C Williams, Mr D. Thomas  
1 member of the public  
Mr M storey  
Mr M. Peake sent apologies

Mr Hood welcomed all to the meeting

**OPEN FORUM:** no comments

1. **Apologies:** Mrs B. Horton, Ms S. Stones
2. **Declarations of Interest made:** Mr Stone, Church wall, backs on to his house.
  - 2.1 Dispensations: none
3. **The Minutes of the meeting held on 13.02.14 were agreed as a true record of the meeting**  
Minutes approved, proposed by D. Wortley, seconded by Ms M Wortley, all Councillors agreed.
4. **Reports:**
  - 4.1 **Chairman's Report:**
    - Have attended a couple of meetings, it has been a quiet month except for the vandalism on the recreation ground which Mr marriage helped to restore.
  2. **Clerk's Report:**
    - PCSO sent apologies
    - Highway rangers will be visiting during the week commencing 21<sup>st</sup> April 2014.
    - The dog bin has been repaired by Mr Marriage.
    - The dog bin on the footpath leading to the Cemetery is overflowing.
    - Andy Wallace from Highways will be meeting Mr Ashman to discuss highway issues on 21<sup>st</sup> April at 2pm.
3. **Report from Open Spaces Working Party with recommendations made at the meeting on 27.02.2014.** Mr Stone reported:
  - The meeting had been very long, not all of the items on the agenda were covered.
  - Football Club arrangements; recommendation that the Council purchase 4 L shape links to repair the goalposts at a cost of approximately £60, the Football club will contribute £30. Proposed by Mr Ashman, seconded by Mrs Bluck, all Councillors agreed.
  - The football posts need to be moved so that repairs can be undertaken on the goal areas. The football Club have agreed that it is their responsibility to re seed, or put down turf and have asked for the goalposts to be moved and the area fenced off to enable the lawn repairs to be effective. The cost of four cylinders will be approximately £115.00, it was suggested that it could be done a different way with soil pipe and set in concrete. Discussion took place on how much the Council has subsidised the Football Club and concern was raised about the cost. It was noted that if soil pipe could be used it would be much cheaper. It was agreed to monitor the funds given to the Football club.
  - Recommendation that the football club be allowed to incorporate the village sign into their badge, agreed by all Councillors.
  - A resident wants to run a junior football team, under 11's or under 9's; they need a pitch 60x40 yards and goalposts which would cost approximately £280.00. It was noted that FA rules say 80x50 yards for under 12's. Need to see if the pitch can be fitted in and go back to resident to ask for more information on the age range. Councillors were in favour of encouraging younger children. May be able to find a sponsor to contribute some of the money, Mr Marriage to follow up. Recommendation to agree in principle and look for sponsorship, proposed by Mr Ashman, seconded by Mr Stone, all Councillors agreed. It was noted how much hard work would need to be put into a junior football team; it was suggested to allow the team the ground free of charge for the first year and a small charge to be paid in second and subsequent years.
  - Cemetery policies and procedures; Funeral directors have commented on the charges for the cemetery, suggesting that they were considerably lower than other cemetery's and did not cover the

cost of maintaining the cemetery. It was proposed to increase the charge to £100 and allow children 0-12 to be buried free, other charges to be increased in line, as stated on the paper that was sent to councillors previously. Discussion took place on the garden of rest charges and whether they need to increase, it was agreed that they would increase in line with the other increases. A copy of the charges had not been circulated to all Councillors Action Mr Stone to circulate, Clerk to put on the next agenda

There was concern that families were not being given a copy of the Cemetery policy; it was suggested to speak to the Reverend who would give a copy out and for the Clerk to enclose a copy with the request for payment; send a copy to the family approximately two months after the burial. Form 1a was discussed, section c is completed by the Funeral Director.

Action Clerk to put on next agenda

It was reported by Mr Williams that there are no records for burial of ashes. Graves will be pre marked to make it more accurate, although this has happened before and was ignored by grave diggers. Some graves are crooked and need to be straightened, the plastic tray was discussed, the base is stone, the side is plastic, it would help if the sides were removed.

**4.4 Report from the Hall and General Party Working Group to include recommendations made at the meeting on 6.03.2014. Mr Marriage reported:**

- Have some concerns over the booking process, items need to be discussed.
- The honour boards were discussed, no suitable place in the hall, the School was deemed a suitable place for these to be put.
- No further information on the Surgery.
- A letter to be drafted with regards to the storage and the adjustment of the grant. Action Mr Marriage to draft letter, Clerk to send.
- The Clerk has received one quote for the kitchen, Mr Stone is asking for letters of support from hall users to support the grant application. The grant would be stronger if there were two quotes.
- No further forward with the doors, may have a solution.
- Concern over how long it has taken to repair the lights, outside light has been repaired.
- It was recommended to find a contractor/electrician to carry out the work the Caretaker is not able to do. To be able to get work completed without three quotes, hall would need a small budget to operate maintenance issues, the toilet still needs repairing.
- Clerk has been unable to find out who installed the folding doors.
- It was noted there had been two children's parties at the hall.

**5. Accounts to be considered for approval of payment: March 2014**

**Accounts March 2014**

Payee	Net	VAT	Income Tax	Gross			
Phil Ashman	30.00			30.00			
K & M lighting Services(March 2014)	102.35	20.47		122.82			
Staff remuneration	1090.80			171.60	1262.40		
Staff mileage	20.25			20.25			
Eon Streetlighting (March 2014)	66.26	3.31		69.57			
Pace Fuelcare	767.40	38.37		805.77			
Mr Chris Stone (lock for rec gate)	25.00			25.00			
Stamps	7.20		7.20				
<b>Sub Total</b>	<b>2109.26</b>	<b>62.15</b>	<b>171.60</b>	<b>2343.01</b>			
Direct Debit Rentokil (initial Washroom Solutions) 28/02/14					34.63	6.93	41.56
<b>TOTAL</b>	<b>2143.89</b>	<b>69.08</b>	<b>112.40</b>	<b>2384.57</b>			

**INCOME**

**Cemetery**

R King £42.00

Bowers £80.00

Sub Total **£122.00**      **TOTAL INCOME CEMETERY**      **£200.00**

**Hall Hire (multiple Bookings)**

Methwold Theatre Club      £249.00

Methwold Carpet Bowls Club      £192.00

Sub Total      **£441.00**

**Standing Orders Hall Hire**

The Clerk went through the payments, the invoices and cheques were checked by Ms Wortley. The Clerk went through the bank reconciliation. Payments were approved, proposed by Mr Ashman, seconded by Mrs Bluck, all Councillors agreed. The Clerk was asked to claim back VAT on a three monthly basis. The Clerk received a cheque from the history group and was reminded to send an invoice on a six monthly basis.

1. Accounts update:  
Balance at 13<sup>th</sup> March including cheques to be paid £50,448.76
6. **To consider any planning applications and decisions received after the agenda was produced:**  
13/01317/FM Proposed change of use to 50 touring caravan site, 50 pitch camping site, new shop/ office/function room/toilets and shower building with associated roads and parking etc at Wellington Lodge Farm Thetford Road Northwold-support  
14/00321/F Retrospective planning consent for a manege at land of Thornham Road Methwold- support
7. **To sign the Bribery act compliance form and the deed for the lightsource Community Benefit:**  
The deed had not been received. It was agreed for the Chairman to sign the Bribery Act form, proposed by Mr Ashman, seconded by Mr Stone, all councillors agreed.
8. **To consider the Football Clubs request to use the village sign as part of their logo:** see item 4.3
9. **To consider membership of Fields In Trust:** It was noted that a lot of useful information and grant information had been received, it was agreed to be members for 2014/15, proposed by Mr Stone, seconded by Mr Ashman, all councillors agreed.
10. **To receive correspondence and agree any action**  
Requests from residents for memorial seats; to discuss at open spaces, Mr Stone to follow up.  
NALC information-repeal of section 150 Local Government Act 1972, requirement for Councils to have 2 signatories for payments has been repealed.  
Recycling poster advising people to recycle  
Aon Insurance-policy pack  
Email from Nick Hancox- land next to George public house registered to a resident, will cost a significant amount of money to challenge, Councillors thought that it had been transferred many years ago, Councillors agreed not to go ahead with registration.
11. **Any Further Reports/for information only:**  
P.A One mole caught at the recreation ground and two at the Cemetery. Will show Mr Wallace pot holes, Whitepot Road, Thornham and Severalls Road.  
J.M The Police were contacted regarding the damage at the recreation ground, given a crime number. Vandals used the table to lever the concrete block out of the ground, quotes to be obtained, to be put on open spaces agenda.  
C.N The shrubs at Brumble Barn have been replaced that were damaged by CGM. Action Clerk to ask CGM for a donation  
C.W Mr Nixon has done a super job in the Cemetery. Reported pot hole in Feltwell Road, assisted two people in locating graves. With regards to a previous query on a grave, it has been difficult to locate, know within six feet, but cannot give permission to erect a headstone, could get a memorial jar, something that is not permanent. Action Clerk to contact resident and pass to Mr Williams  
M.W Concern over the sign erected at Rumbles, not in keeping with the village and whether planning permission has been obtained. Action Clerk to contact planning

**A resolution was passed to exclude the Public to consider quotes for the electrics.**

The Clerk read through the quotes for electrics, after discussion, Action Clerk to remove contractors details and forward quotes to Mr Marriage to compare.

Chairman reported that the Clerk has submitted her resignation. The Clerk assured the Council that she would help as much as possible to ensure a smooth transition and would complete the end of year finances. Discussion took place on advertising and personnel committee.

**Meeting closed 9.40pm.**