

MINUTES OF METHWOLD PARISH COUNCIL MEETING
HELD AT ST. GEORGE'S HALL
THURSDAY 10th APRIL 2014

Present: R. Hood Chairman, Mr C Neville-Vice Chairman, Mr. P Ashman, Mr. D Wortley, Mrs B Bluck, Ms M Wortley, Mr. C Stone, Mr D Masters, Mr C Williams, Mr D. Thomas, Mrs B. Horton, Mrs S. Stones
Mr M storey
Mr M. Peake sent apologies

Mr Hood welcomed all to the meeting

OPEN FORUM: no comments

1. **Apologies:** Mr J. Marriage
2. **Declarations of Interest made:**
 - 2.1 Dispensations: none
3. **The Minutes of the meeting held on 13.03.14 were agreed as a true record of the meeting**
Minutes approved, proposed by D. Wortley, seconded by Mr P. Ashman, all Councillors agreed.
4. **Reports:**
 - 4.1 **Chairman's Report:**
Badminton club has sent a cheque, after the end of April they will complete their booking form.
Vandalism on the goalposts, forwarded to PCSO, hopefully has been addressed.
Keeping an eye on rabbits in the Cemetery, have only seen one, other Councillors have seen more.
Will not be around for the next couple of weeks, finance meeting re scheduled for Wednesday 7th May 2014 at 7pm.
 - 4.2 **Clerk's Report:**
Shrubs at Brumble Barn, Ms Stones to inform Clerk of type of shrubs needed
Letter sent re storage grant
Arranged meeting with Highways
 - 4.3 **Report from Open Spaces Working Party with recommendations made at the meeting on 27.03.2014. To include consideration of cemetery fees, policy and procedures.** Mr Stone reported:
 - Seat on Fair Hill discussed, collecting quotes.
 - Recreation ground- a section has been repaired by the football club, who have given £60 towards costs. Four caps are needed for the cylinders; recommend purchase at approximately £30, proposed by Mr Stone, seconded by Mr Ashman, all agreed apart from one abstention.
 - The person who was going to organise the junior football is no longer able to do so, someone else may be interested. It was agreed at the last meeting for £280 to be spent on posts, may be able to get posts from another avenue. Recommend that it be agreed in principle, if posts can be obtained from another avenue some funds could go towards purchasing other items such as flags; Proposed by Mr Stone, seconded by Mr Ashman, 9 Councillors agreed, 3 abstained, motion carried. It was suggested that the football club should be encouraged to look for sponsorship/funding.
 - Vandalism of benches at the recreation ground, no further action needed at present.
 - An in depth discussion took place on the Cemetery, schedule of fees circulated, child stillborn to 12 years in the Parish and outside the Parish no charge. Fees agreed proposed by Mr Stone, seconded by Mrs Horton, all agreed. A Funeral Director has commented that the Council should be charging for each internment, Mr Hood to speak to Funeral Director.
Cemetery policy circulated, recommend to send out policy to ensure everybody had a copy, ask Funeral Directors to send a copy of rules at the point of issuing the invoice, adopt procedure, proposed by Mr Stone, seconded by Mr Ashman, all agreed.
 - The trees at the Churchyard would cost approximately £230, information for open spaces group. One tree is dead, 1 with a branch sticking out showing decay. Take it back to open spaces to consider. It was noted that a faculty would be needed from the Church to undertake the work.
 - The future of the "Friends of the Playground" would be discussed at the next meeting.
Church garden, specification for tree stumps to be removed, a faculty would be needed.

- Fields in Trust rabbit fair, to find out more information.
- Concerned churchyard grass and green was not cut, liaised with CGM, who sent out operative to cut the grass.

4.4 **Report from the Hall and General Party Working Group to include recommendations made at the meeting on 3.04.2014. To include cost of cancellation of hall hire and maintenance issues.**

Mr Ashman reported:

- Some Councillors did not receive a copy of the minutes.
- An in depth discussion took place on kitchen, revise specification and obtain more quotes. Will look at it with Mr Marriage. Extractor needs to be added to the specification. Action Clerk to contact Contractor who quoted to advise that specification will be changed and will ask for another quote
- Theatre group cancellation fee, after much discussion it was agreed to charge the Theatre group half of the money that was lost due to the non cancellation as a goodwill gesture for this instance only. 11 agreed, 1 abstention.
- Sliding doors, Mr Hood to meet with Mr Ashman to see if they can be repaired.

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

Accounts April 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 |
| Eon Streetlighting (April 2014) | 73.36 | 3.67 | | 77.03 |
| Anglian Water (St George's Hall) | 43.94 | | | 43.94 |
| Anglian Water (Cemetery) | 14.52 | | | 14.52 |
| NALC subscription | 220.87 | | | 220.87 |
| Fields in Trust | 20.83 | 4.17 | | 25.00 |
| Staff remuneration | 1001.40 | | 18.60 | 1020.00 |
| Stamps | 13.56 | | | 13.56 |
| Sub Total | 1520.83 | 28.31 | 18.60 | 1567.74 |
| Direct Debit Rentokil (initial Washroom Solutions) 28/03/14 | 34.63 | 6.93 | | 41.56 |
| TOTAL | 1555.46 | 35.24 | 18.60 | 1609.30 |

| INCOME | | |
|--------------------------------------|----------------|-------------------------------------|
| Cemetery | | |
| R King | £84.00 | |
| Bowers | | |
| Sub Total | £84.00 | TOTAL INCOME CEMETERY £84.00 |
| Hall Hire (multiple Bookings) | | |
| Methwold Community Action Grp | £125.00 | |
| Busy Bees | £34.50 | |
| Methwold Badminton | £403.50 | |
| Methwold Theatre Club | £175.50 | |
| Sub Total | £738.50 | |
| Standing Orders Hall Hire | | |
| Doctors (April 2014) | £60.00 | |
| Direct Credits Hall Hire | | |
| Post Office (April 2014) | £51.00 | |
| Commonwealth War G | £18.00 | |
| Sub Total | £129.00 | |

| | | | | |
|--|-------------------|--------------------------|--|--|
| Hall Hire (one off booking) | | | | |
| J. Marriage | £13.50 | | | |
| Doughty | £48.00 | | | |
| Bennett | £6.00 | | | |
| Sub Total | £67.50 | TOTAL INCOME HALL | | |
| | | £935.00 | | |
| Recreation Hire | | | | |
| Methwold Football Club (£30 towards goalposts) | £63.00 | | | |
| Sub Total | £63.00 | TOTAL INCOME REC | | |
| | | £63.00 | | |
| Precept | £36,695.31 | | | |

Total Income **£37,777.31**

The Clerk went through the payments, the invoices and cheques were checked by Mrs Horton. The Clerk went through the bank reconciliation. Payments were approved, proposed by Mr Ashman, seconded by Mrs Horton, all Councillors agreed.

- 5.1 Accounts update:
Balance at 28th March including cheques to be paid £57,691.26, subject to receipt of bank statement
6. **To consider any planning applications:**
13/01239/0 Appeal by Mr & Mrs A Wortley, Lime Kiln Farmhouse, White plot Road, Methwold Hythe, Thetford IP26 4QP. Appeal against a refusal of outline planning permission, appeal dismissed.
14/00418/F Replacement of main roof with new roof containing second floor accommodation at 45 Hythe Road, Methwold Thetford IP26 4PS: support
Borough of Kings Lynn and West Norfolk: tree preservation order Red House 1 Hythe Road Methwold Thetford. Action Clerk to ask for a list/map of all trees that have preservation orders
- Meeting Suspended**
Mr Storey explained the procedure, can contact the Borough Council for a tree preservation order (TPO). The landowner can be forced to have a TPO, if tree falls over in bad weather the liability will fall on the owner. A member of the public can bring the tree to the attention of the Borough Council.
- Meeting Reconvened**
14/00493/F Conversion of existing barn and outbuildings into one dwelling, including single storey extension and construction of new garage at Land and Buildings at 48 Hythe Road Methwold Norfolk: support
- 6.1 To consider any planning decisions/applications received after the agenda was produced:
14/00451/F Demolition of rear lean to and construction of 2 storey side extension and single storey rear extension: support
Construction of Agricultural workers dwelling at High Fen Thornham Road Methwold IP26 4PJ: application withdrawn.
7. **To sign the deed for the lightsource Community Benefit:** The deed was signed, proposed by Mr Ashman, seconded by Mr Masters, all agreed.
8. **To consider the repair or removal of the BT hone box in Herbert drive:** Councillors agreed to removal of the BT phone box.
9. **To receive correspondence and agree any action including action regarding land registry:**
St George's Hall registration to be added to the next agenda, Mr Stone to check for deeds. Humble Pit, have a look for old documents, compile a list of those who could make a statement supporting the Council's registration of land. After much discussion it was agreed that the Council would try to get ownership, proposed by Mr Wortley, seconded by Mr Neville, 1 abstention, 11 Councillors agreed. Clerk to be given names of people who can make statement to send to the Solicitor. Land registry letter to go to hall working group.

10. Any Further Reports/for information only:

- PA met Mr Wallace who agreed to carry out all work requests. No moles caught.
- CW observed lad bouncing on goal post, had a word and reported to PCSO. Cemetery register is getting full. Burial registers fully computerised, others being worked on.

11. A resolution was passed to exclude the Public to consider quotes for the electrics/lighting.

A discussion took place on the comparison of quotes, a mistake had been made and Councillors did not understand the comparison, to go back to the hall working group.

Meeting closed 9.35pm