

MINUTES OF METHWOLD PARISH COUNCIL MEETING
HELD AT ST. GEORGE'S HALL
THURSDAY 11th SEPTEMBER 2014

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

Mr M Storey

Mr Hood - Chairman welcomed all to the meeting

3 representatives from Freebridge - Mr Colin Davison, Mr Robert Clark and Mr Andrew Edmonds
5 Members of the public

OPEN FORUM:

Freebridge attended the meeting to update on the recent housing needs survey, they said not many people had attended the session and those who did attend were mainly already housed through Homechoice. The results from their survey would indicate that there is a very low need for housing in Methwold.

Freebridge have said that their next steps will be to go back to individual households and to assess options with tenants as to their individual and future needs.

Speeding in Brookville - A resident asked if the Parish Council could do anything about the speeding through Brookville, the Clerk has already spoken to Mr A Wallace from the Highways department regarding this and has received an email, it may be a possibility that 40 mph roundalls could be painted on the road or mobile flashing SAM signs used to flash up the speed that motorists are doing, however Mr Wallace reported that this depends on funding being available.

PCSO Law has suggested that residents of Brookville attend the next SNAP (Safer Neighbourhood Action Panels) meeting where they will be able to discuss motorists speeding through Brookville. There is more information on the snaps@west-norfolk.gov.uk website or on the west-norfolk.gov website.

Next SNAPs meeting will be on Wednesday November 5th at 7.00pm Downham Market Town Hall.

1. **Apologies:** Mr J Marriage, Mr M Peake

2. **Declarations of Interest made:** None

3. **The Minutes of the meeting held on 14.08.14 were agreed as a true record of the meeting**
Minutes approved, proposed by Mr Ashman, seconded by Mrs Horton, all Councillors agreed.

4. **Reports:**

4.1 **Chairman's Report:** Attended meetings. The furniture has been moved to set up the Parish Office. A padlock has been bought for the Rec. after the original had been tampered with, thanks were offered to Mr Ashman for removing the old lock and to Mr Hood for organising the replacement padlock. Mr Hood and Mr Ashman have spent time examining the dividing doors and have found that some of the pins inside the mechanism have sheared off, the Clerk is looking to try and find out who installed or manufactured the doors to see if the pins can be repaired or replaced. Clerk to arrange a site meeting with local Company and members of Parish Council to get estimate to repair.

Rabbits - ongoing

Clerk asked to provide all Councillors with copies of all meeting paperwork this is to allow those who do not attend specific meetings to have all information for the monthly Parish Council meeting.

4.2 **Clerk's Report:**

3 streetlights have been reported.

Highways - problems in Brookville & Methwold reported job number received.

Uneven pavement opposite Hall Farm entrance in Crown Street has been reported this week, job no has been received.

Mazars - have requested more information, RH advised on this.

Fields in Trust Awards - passed onto Open Spaces

BT connection - approved at last meeting but price is higher because offer ended 31st July price now is £31.49 inc VAT for 6 months then £39.49

Hall insurance - confirm that hall is covered for forceable & violent entry, any damage to premises £125 excess.

- 4.3 Report from Open Spaces Working Party with recommendations made at the meeting on 28.08.14.**
Slippery Mats Rec.- 2 Mats under the play equipment need to be replaced, the offcuts from the installation will be checked to see if these can be used otherwise recommendation to buy 2 new mats for Rec. at a cost of £61.00 proposed by Mr Ashman seconded by Mrs Horton. Agreed by full Council.
Mr Williams has dug out and levelled under the back gate in the Cemetery so this is no longer dragging.
Fair Hill Seat - the one currently sited on Fair Hill needs to be inspected by all Councillors and the condition of the seat will be discussed at the next Open Spaces meeting.
Football Club - Parish Council has agreed that the fee to hire the Rec. for games will remain at £11 per match, there is a stipulation that the Rec. is to be left in a tidy state after each game otherwise there will be a £15.00 additional charge per game.
Utilities for Rec.- Clerk to obtain a price for water and electric supply to be available at The Pound.
Responsibility for the Cemetery - This is to be transferred to the Clerk at the beginning of the new municipal year in May 2015. Mr Williams stated that he is happy to continue to help the Clerk with the Cemetery.
A question was raised regarding the charges in the Cemetery, other Parishes charge for the plot and the time the time that the grave is open, should Methwold be charging in this way? RH to discuss charges with Mr P Bowers, Mr Williams to be included in this discussion.
Next meeting 25th September at 7.30pm

- 4.1 Report from the Hall and General Party Working Group to include recommendations made at the Meeting on 04.09.14.**
The Caretaker is to undertake the replacement of the tiles in the porch roof, remove the moss Fenton room roof, put up a noticeboard and to fit a Yale lock on the Parish Office door.
A specification has been raised for the work required to replace the 60 bricks along the front wall of St George's Hall, the Clerk to send this out for quotes.
Noted that some pointing is required and plinth cement render blown in some places.
Caretaker had nothing to report.
Scout Hut - this has flooded in the summer and they would like to use the Fenton Room for Beavers, Cubs and Scout meetings, Tuesday, Wednesday and Friday evenings, the Parish Council looked at this sympathetically and have offered them the use of the Fenton Room for £3.75 per session on the proviso that if someone else comes along and wants to book the Fenton Room they would take priority - proposed by Mr Ashman and seconded by Mr Thomas there were 3 abstentions. Mrs Bluck was asked to obtain written proposal from the Scouts.
There are some slabs that are loose outside the fire escape, this needs to be added to the list for repairs.
Next meeting 2nd October 2014 at 7.30pm

- 5. Finance** - Bank statement was not received for July, the Clerk checked and this hasn't been sent to previous Clerk, the Bank will not discuss this with the Clerk. Clerk wants to use Methwold Post Office for paying in cash and cheques received for booking but needs the Bank to send envelopes for this, again the Bank will not discuss this with the Clerk. Clerk to follow this up with JM, RH.

5.1 Accounts Update - Income and Invoice list approved.

5.2 Approval of payments - Income & Invoice list approved.

6. To receive planning decisions -

Lime Kiln Farm Methwold Hythe - Mr D Wortley declared an interest and will not vote but remained in the room whilst this was discussed.

The Planning Authority has approved the demolition of Lime Kiln Farm house and replace with new dwelling, Mr Ashman stated that several residents of Methwold Hythe are very upset that their comments had not been taken into account opposing the demolition of Lime Kiln Farm and replace with a new dwelling. The Parish Council had also objected to the proposed development.

Mr Ashman explained that he was asked by residents why the Planning Authority had ignored the Parish Council and the residents of Methwold Hythe.

Mr Storey was asked how the decision was made, he explained the decision would have been based on the Independent Surveyors report and the age of the property. All applications would be followed to the letter.

It is unknown if an Independent Surveyor who is experienced in historical buildings had been involved in the decision to demolish the building.

It was proposed that the Clerk write to the Planning Department on behalf of the Parish Council to ask who was responsible for appointing the Independent Surveyor. Was there a site meeting and should members of the Parish Council have been invited to attend this meeting? Was an Independent Surveyor experienced in historical buildings involved? Would a Planning Officer be able to attend a Parish Council meeting to explain the process and what can and cannot be done when plans are put in front of the Parish Council for comments. Proposed by Mr Ashman and seconded by Mr Stone, there were 4 abstentions.

6.1 To consider any planning applications - None

6.2 To consider any planning applications received after the agenda was produced - None

7. Parish Office Opening Times - The Parish Office will be open for a few hours each week, this will probably be on a Thursday morning to coincide with when the Post Office is open. The Clerk will still be available as usual outside of the office opening times.

A notice board will be put up in the Parish Office where documents for Parish Councillors to collect, at present the Clerk is having to deliver/post this to Councillors who don't have email facility.

Mr Hood and Mr Thomas to meet to discuss what computer equipment is required for the Parish Office.

NALC Constitution Changes - Parish Council agreed to accept the changes.

8. Correspondence

BT connection for Parish Office - approved at last meeting but price is higher because the offer ended 31st July price now is £31.49 inc VAT for 6 months then £39.49 with a £1 price rise in December, this was approved by the full council.

Hall insurance - confirm that hall is covered for forcible & violent entry, any damage to premises £125 excess.

Electrical work, Mr Gough has reported that he is waiting for the dimmable fluorescent tubes to be manufactured before he can repair the tubes in St George's Hall.

Patient transport, this was discussed with Feltwell Surgery and they have suggested volunteer scheme?

Clerk to speak to JM as he was involved with this discussion previously.

Spoken/written to enforcement officer regarding the appearance of The George, waiting for response.

Document received regarding kerbside recycling from 1st October - passed onto PC members with pc and also to Methwold Times for publication.

Clerk received a phone call from relative of someone buried in the Cemetery who had visited and had found a hole in the grave to the right of his parents, Mr Williams has kindly filled in this hole.

7 Any Further Reports -

Dog waste bins - Bins are being used for waste collected from private gardens and deposited in the bins, signs have been placed on the bins in Brookville but it seems that the problem has now moved to Methwold. The bins are emptied every Wednesday, signs have now been put on the bins requesting that any dog waste collected from gardens/kennels are double bagged and placed their own black wheelie bins then put out for the dustmen to collect. The dog waste bins are for owners to use whilst walking their dogs.

Mrs Bluck reported that the Post Box in Brookville has been replaced.

The Sunday Football league has folded.

The milestone in Brookville has not been cleaned off, Mr Stone is to contact the people who do the renovation.

The Chafer Grubs - these have been treated on the Rec. thanks to Mr Ashman and Mr Williams for doing this. It is reported that the treatment is working well.

Mr Ashman reported that he had caught 5 moles on the Rec. and 3 in the Cemetery.

Mrs Horton reported that there is still a problem with flooding and grass around the drain covers in Trent VC and Ventura Close, this has been reported to Highways.

Also a problem with dog mess on the pavement outside The George and on the grass area in Ventura Close.

Mr Storey reported that there were 6 sites open on 13/14 September across Norfolk where hazardous waste can be taken, last time this happened it was extremely successful.

Early Education Spaces - increased amount of spaces had been made available across Norfolk for 2 year olds.

Vodafone Rural Signal Programme - being offered to 100 villages across the UK which creates 3G signal in your home or small office. This will be looked at to see if it would be possible in our area.

Infant age pupils have been able to have free school lunches since the term started.

For information the Clerk has been approached by Northwold PC Clerk to do maternity cover from next February until August 2015.

10. To pass a resolution to exclude members of the public

Mr Hood had a meeting with the Caretaker to discuss the new contract, the Caretaker has expressed concern about the 5% of the booking fees which he used to be paid, The Caretaker understands that this has not happened in the past three or four years because he is not taking the bookings anymore. The 5% will be looked at when the Office is up and running.

The window cleaning - there used to be a separate window cleaner but they weren't reliable so the Caretaker has cleaned the windows on occasions.

The draft Contract is now the Contract.

Meeting closed 9.35 pm
