

MINUTES OF METHWOLD PARISH COUNCIL MEETING
HELD AT ST. GEORGE'S HALL
THURSDAY 8th JANUARY 2015

Present: Mr R Hood Chairman, Mr. P Ashman, Mrs M Wortley, Mr J Marriage,
Mr C Williams, Mr D Masters, Mr C Stone, Mr D Thomas, Mrs B Bluck, Mrs B Horton
PCSO Parker
Mr M Storey

Mr Hood - Chairman welcomed all to the meeting

OPEN FORUM

PCSO Parker reported 1 broken window on New Year's Eve. There have been thefts from motor vehicles in the Feltwell and Hockwold area, these seem to be targeting American airbase people. PCSO asked to remind people to lock their cars and beware of leaving anything of value in their cars.
House on Petch Corner - PCSO Law met with the Arson Reduction Officer, the house has been boarded up.

Apologies: Mr C Neville, Mr D Wortley, Mrs S Stones, Mr M Peake

1. **Declarations of Interest made:** None
3. **The Minutes of the meeting held on 11.12.14 were agreed as a true record of the meeting**
Minutes approved, proposed by P Ashman, seconded by M Wortley, all Councillors agreed.
4. **Matters arising from past minutes:-** Minutes were amended - the Fire Station were asked to clean the mats on the Rec. but have not done this.
5. **Reports:**
 - 5.1 **Chairman's Report:** Chairman has attended various meetings and has had discussions with some of the residents from White Road who are objecting to the proposed planning application in White Road. The Parish Council received the planning application on the day of the Parish Council meeting in December and were asked to respond before the next full Parish Council meeting. The Parish Council did not know that the residents of White Road had not been informed of the planning application at this time. The Parish Council can put in objections but there have to be solid, valid reasons for any objection. At present some residents of White Road use this piece of land to park their cars. It has been brought to the Council's attention that for one resident when their septic tank is being emptied the pipes have to go across this piece of land, if this was developed then the pipes would have to run through their house.
The Clerk is to write to the Borough Council to ask them to consider access if emergency services need to get through and the effect additional parking caused by the removal of this piece of land in White Road will cause. Proposed by P Ashman seconded by B Horton, agreed by full Parish Council.
Chairman reported that he has looked at the Cemetery and for the time of year it doesn't look too bad. Mr Williams has reported that he has been levelling the ground and filling in any holes which have appeared in the Cemetery, the only soil he has available to do this has a high percentage of chalk in it so it's quite white in comparison, he is hoping to be able to bring some topsoil from the Rec. to use for this purpose.
 - 5.2 **Clerk's Report:** The trod between Methwold and Methwold Hythe has been reported as in need of cleaning. It was reported that part of the path is missing on Fair Hill, and opposite Holly House in Methwold Hythe there are some large potholes. The new builds in Methwold Hythe reported because of the amount of mud and debris on the footpath. Clerk to report to Highways.
Email circulated asking for any items which need to be reported to the Highway Rangers when they do their inspection during week commencing 19th January 2015, waiting to see if there is anything else to add to the list. Mr Ashman has kindly offered to meet the Rangers when they visit.
Coordinated the meeting to discuss the speeding issues in Brookville and the meeting afterwards to hear the update from Highways regarding the flooding in Hythe Road.
The grit box has been run over and destroyed at Cock Corner, this is down to the Parish Council to replace and then Highways will refill it.

The Contractors hit one set of goalposts on the Rec whilst doing some maintenance work, organised and chased contractors to get the goalposts replaced before the next football match, these were installed the day before the game so no inconvenience was caused to Methwold Football Club.

Received email from KLBC to update on assessment of appearance of The George, decided that no further action is to be taken.

Spoke to Scamps to ask them to take dirty nappies home with them to dispose of after Scamps have used the Fenton Room, otherwise they would be charged for their disposal. Scamps apologised that this has been happening and said she would speak to the members.

PCSO Law contacted Clerk to update on her meeting with Mr Farrow the Fire Officer, email circulated to Councillors.

Received an email from a man who was trying to trace a relative who was a Second World War casualty, Mr Williams was able to look at the records and give the man a lot of information, he sent his thanks to Mr Williams for his help.

Light Pollution Survey - circulated to Councillors, now waiting for responses to collate and return.

Received the KL & WN Local Plan - Site Allocation and Development Document Policies - Pre Submission Document, trying to read through the parts which are relevant to Methwold, Methwold Hythe and Brookville, I will bring this to the next Parish Council meeting for all to see as there are plans which are relevant to Methwold.

Paperwork for the Hall bookings are up to date, we have already had a request to book the Fenton Room for next New Years Eve, this is to be confirmed.

Streetlight out by the Primary School, this has been reported.

Several people have contacted Clerk regarding items which they want to place in the Methwold Times, these have been passed onto Mo Truss for publication - WNCCG-Health Services information and a Helping Hands Document

Waiting for Anglian Water to let me know if they have found the meter and the meter number and flushed through the old pipework on the Rec, will chase this now they are back to work.

5.3 Report from Open Spaces Working Party - next meeting is the 22nd January 2015 at 19.30

5.4 Report from the Hall and General Party Working Group - next meeting 15th January 2015at 19.30

6. Finance -

6.1 Accounts Update - Income and Invoice list approved by all.

6.2 Approval of payments - Income & Invoice list approved by all.

6.3 Report from Finance Committee to include recommendations made at the Finance meeting held on 06.01.15 to include consideration of the 2015/16 budget and precept -

The financial spreadsheet is working well but needs more development.

The precept uplift from West Norfolk District Council last year 2014/15 was £3366. This year [2015/16] it will be reduced by about 50% of what it was last year. For 2015/16 it will be £1783.

If the precept remains as it was last year at 5% then our combined precept and uplift will stay little changed; if we have a 7.1% increase this would leave money in reserve which could then be used for some of the maintenance which the Parish Council is hoping to be able to do in the next Financial year - the trees in the Cemetery, chafer grub treatments, the brickwork to the front wall of St George's Hall and any other essential maintenance as yet unknown.

We are on track to end this year with a surplus of £1k-£2k to put back into the reserve for any work which will need to be done in the future such as repairs to the churchyard wall. A reserve of £25k will be held in the Tracker Account, this was proposed by D Masters seconded by P Ashman.

An increase of 7.1% will mean a small increase for each household. The exact figures are not yet known at present.

Finance Committee recommend a 7.1% rise to the precept proposed by J Marriage and seconded by C Williams.

It was proposed that a letter be written for the Methwold Times by the Clerk.

All Councillors to be given a full copy of the spreadsheet at the end of the financial year to see where all the money has been spent.

7. To receive planning decisions - None

7.1 To consider any planning applications - None

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

8. **Addition and cost of desk tablet in Old Cemetery**-request received for new tablet stone to match that already in place, cost £35 agreed by Parish Council

Site Allocations and Development Management Policies Pre-Submission Document - this is in the Parish Office should anyone wish to view or can be found online www.west-norfolk.gov.uk/. This document was formally published on Monday the 12th January 2015, and follows on from the previous stages of preparation and consultation. The Council is proposing to submit the document to the Secretary of State for independent examination in Spring 2015.

This document will be available under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012. Representations about the 'soundness' of the document can be made from Monday the 12th January 2015 until 5pm on Monday the 23rd February 2015.

Booking Change - Methwold Theatre Club -cancelled a booking late, they will be charged 50% of the hire fee Parish Council agreed.

9. **Correspondence-**

CPRE - questionnaire 'Light Pollution Ten Years On' - one completed form received so far.

Humble Pit - Clerk to write to Nick Hancox regarding Humble Pit - ask for this to be registered as owned by the Parish Council, recently a local Farmer was asked permission by BTS to cut trees in Humble Pit and was told this belongs to Parish Council.

BTS - permission given to BTS to cut back trees in Humble Pit

Norfolk Constabulary - brochure received by Clerk Norfolk Constabulary Match Funded PCSO Scheme- details to be circulated to all Parish Councillors by Clerk.

Next Parish Council Elections-2015 is an election year for our Parish Council, the Clerk is to write an advert for the Methwold Times and Parish Page to explain what being a Parish Councillor involves and to invite anyone interested in becoming a Parish Councillor to come and meet the Councillors and ask any questions that they may have. Nomination forms can be collected from the Clerk for those wishing to stand for election as a Parish Councillor.

Kitchen Grant Application-Mr Stone still needs more letters of support.

Seats on Fair Hill-2 x £100 deposits have been collected, due to illness the 3rd deposit has not been picked up yet but will be. Last meeting it was agreed to ask for a written agreement from those donating money towards the seats, at this meeting that decision was discussed and it was agreed that as a written agreement was not originally agreed the 3 seats will be ordered. The total cost for each seat is £450 Clerk will contact each of the families who have donated and ask for the balance to be paid when the seats are delivered expected to be the end of January 2015. The seats are £365 each the remaining money which has been donated will go towards the cost of siting the seats. Placement will be the Merrick seat facing towards their house, the Palmer seat at the bottom and the Wortley seat on the other side.

Brass plaques for trees - 2 have been purchased and need to be mounted on wood.

Youth Club-On behalf of the Methwold Action Group J Marriage is to meet with P Black to discuss the proposal for a Youth Club on the 9th January, P Black is hoping to hold a meeting early to Mid February to gauge interest from people and has asked to use the lobby area of St George's Hall. There will be a charge of £6 for this one off meeting and any further meetings will be subject to hire costs. Relevant DBS checks are required for any adult who is going to be involved with youths attending meetings.

Play Mats/Safety Surfaces on Rec. - sharp sand has been put down on the mats as a temporary measure this has made a significant difference. Ongoing, there are two options-to replace the mats but this is expensive, the original supplier Wicksteed has quoted for supply only £4500 or with installation £12000. To power wash the mats the Parish Council have been quoted £270 by a company from Bury St Edmunds.

P Ashman has offered to use his own motorised power washer but would need a water supply, Anglian Water are due to visit the site on 12th January to check and test the old meter and if this is satisfactory a stand pipe could be erected and this would be able to be used to wash down the safety mats. J Marriage has checked with ROSPA to see if pressure washing would be ok especially as the mats are up to 11 years old, ROSPA have said this should be ok but pressure washing could remove the old glue.

Anglian Water - P Ashman is meeting with AW on Monday 12th January to check and test the water pipe which used to run to the old pavilion, if this is ok then we will be able to erect a standpipe which will be secured to use for washing mats or for events on the Rec.

Picnic Table and Bin on the Rec. - Clerk was asked if she had received any response from the Contractor, Clerk hasn't and will chase this.

Cemetery trees - to be discussed in the Open Spaces meeting.

Salt Bin on Cock Corner - Price for 200L/6cu ft bin is £104.39 this includes carriage and VAT, if we knew who demolished the old bin then the Parish Council could ask them to pay to replace it. Proposed

to purchase by P Ashman and seconded by J Marriage. Clerk to place order and inform Highways when it is in place so they can fill it.

Carpet for Lobby/stairs and landing - samples and quotes from 3 local carpet stores were shown to full Parish Council, Decision made on which supplier to use and colour of carpet was chosen. Clerk to speak to chosen supplier and check that this is their best price. Cheque drawn up and signed to cover % deposit with remaining 50% being paid upon completion.

Meeting closed 9.15 pm
