

MINUTES OF METHWOLD PARISH COUNCIL MEETING  
HELD IN THE FENTON ROOM ST GEORGE'S HALL COMPLEX  
THURSDAY 11<sup>th</sup> JULY 2019 at 7.30pm

Present: D Thomas –Chairman, J Marriage –Vice Chairman, D Charlesworth-Smith, S Crump,  
S Burbridge, R Gibson

Cllr. Ryves

6 members of the public

The Chairman welcomed all to the meeting.

OPEN FORUM

Footpath 9 has still not been cut, this has been reported on [www.fixmystreet.com](http://www.fixmystreet.com) Footpath 10 has been cut. The tree overhanging the pavement near Ventura Close has still not been cut back, it is obstructing the footpath, this has been reported and the Clerk has been advised by NCC that it could take up to 6 weeks to resolve, the Clerk will chase again.

Is there any update on the state of The Old Chapel? The Parish Council and previous Borough Councillor have been in contact with Enforcement at the Borough Council who have carried out their own investigations. Cllr. Ryves has been in contact with Enforcement who are aware of the screens and the encroachment on to onto the curtilage of the pavement, it may be possible to arrange a meeting with the Owner and Cllr. Ryves will continue to try to find a solution, the bus stop markings are due to be reinstated, this is a no parking area. Cllr. Ryves would like to make the village more attractive, the Old Chapel and The George are of concern, he hopes residents will contact him if they have any concerns. The Clerk will pass previous correspondence to Cllr. Ryves concerning The Old Chapel.

1. To receive and consider accepting apologies for absence, K Plumridge, P Crawley & B Horton.
2. Declaration of Interest - Councillors invited to declare any interest in any item on the agenda
  - 2.1 To consider any dispensations - None
3. To approve and sign the minutes of the meeting of 13th June 2019 as a true record of the meeting. S Burbridge proposed approval, R Gibson seconded – APPROVED. The Chairman signed the minutes.
4. Matters arising from the last minutes – At the previous meeting Cllr. Ryves explained that there is to be a dog fouling Officer, contact details for this Officer will be passed to the Clerk.
5. Reports
  - 5.1 Update and Report from the Open Spaces Working Party to consider the recommendations made at the Open Spaces Working Party meeting held on 27th June 2019.

The PCC were concerned about how untidy the Churchyard looks, work has been done to clear the ivy from the walls and a general tidy up has been completed, the PCC were in attendance when this work was carried out. There is a problem with ivy growing behind the gravestones which are up against the wall and this may have to be looked at separately to spray this area off J Marriage will meet with Contractor who has undertaken some spraying recently to discuss options.

The Clerk is putting together a specification to go out for quotes for the grass cutting and a grounds maintenance for a contract to start spring 2020. Any Contractors who would like to quote for this work can contact the Clerk.

The litter bin in Brookville on the verge by the Old Post Office site was found to have approx. 30 bags of dog mess in it, this is right next to the dog waste bin, please put dog waste in the correct bin.

The council understands that these two bins will remain in situ even though a new house is being built here, they need to be set upright.
  - 5.2 Update and Report from the Hall and General Purposes Working Party meeting held on 4th July 2019: The Chairman went through the notes from the meeting, the drains at the Complex need to be inspected, Clerk has arranged this for next week.

Dividing doors in St George's Hall, it is proving to be more difficult than expected to find a company to quote but now looking at UPVC replacement.

Peggy's Room – the History Group have asked to install an additional cabinet to finish off the run under the worktop, they have had some cupboards donated, these are a similar style but not the same colour. It was agreed the units can be installed but they must be fitted properly and match the existing.

Mini Methwold – session to be arranged for the summer holidays, these will be advertised on Facebook. Waiting for a start date for electrics to be done.

J Marriage continues to install shelving for storage in the Old Club

Lunch Club are to look at a cooker to replace the one in the Old Club

Zumba have been given a key.

## 6. Finance

### 6.1 Accounts Update – Bank reconciliation

### 6.2 Approval of payments – Income & Invoice List – S Burbridge proposed approval of payments, J Marriage seconded - APPROVED

## 7. Planning

### 7.1 To receive planning decisions:

- 19/00639/F Rosedene Farm Severalls Road Methwold Hythe Thetford Norfolk IP26 4QY - Removal of Existing Lean To and Construction of a New Portal Frame Side Extension to form 700 tonne Box Potato Store and Undercover Access and Undercover Forklift Access and Empty Potato Box Storage Area Application Permitted 20 June 2019 Delegated Decision

It was noted that there seems to be a number of planning applications waiting for the Borough Council to make a decision. Cllr. Ryves replied that the Planning department is busy.

### 7.2 To consider the following planning applications:

- 19/01157/F 2 Warren Cottage Brandon Road Methwold. Use of premises for part residential and part dog day care and home boarding business and retention of multi-purpose outbuilding including room for dog grooming. S Burbridge proposed to SUPPORT this application, S Crump seconded - **SUPPORT.**
- 19/00953/F Proposed new workshop storage building at The Workshops Brandon Road Methwold Norfolk IP26 4RH. S Burbridge proposed to SUPPORT this application, D Charlesworth-Smith seconded – **SUPPORT**
- 19/01139/F Installation of an underground gas pipeline and gas compound at Land Approx 2.4 Kilometres S And W From Wellington Lodge Farm Northwold Norfolk. The council discussed, renewable energy is to be encouraged, S Burbridge proposed to SUPPORT this application, J Marriage seconded - **SUPPORT.**

### 7.3 To consider any planning decisions and applications received after the agenda was produced - NONE

## 8. Items received for Agenda

Neighbourhood Plan – The Borough Council has asked whether the parish council wished to take advantage of the offer by the borough council to present to the pc/village on the advantages, timing, costs, workload of doing a neighbourhood plan.

The Borough Council is very keen for all parishes to have a Neighbourhood Plan, Cllr. Ryves asked the parish council to consider having an Officer from the Borough Council come along to make a presentation to explain the process, how to draw up a Neighbourhood Plan. Cllr. Ryves explained that a Neighbourhood Plan would enable the parish to influence future planning and that if a plan was in place the parish would benefit from a higher proportion of Community Infrastructure Levy (CIL). A Neighbourhood Plan is an enormous commitment for those involved, they can take anything between 2-4 years and there is substantial time and costs associated with getting a plan to the stage where it is approved. A working party of parish councillors and residents would be required to undertake this huge piece of work, a Consultant would need to be taken on at considerable cost (approx.£9k) to guide the working party through the process. The Site Allocations & Development Management Policies

(SADMP) Plan was adopted on 29 September 2016 and will be reviewed on 31 March 2026. A Neighbourhood Plan once adopted would have to be reviewed every 5 years, this is an ongoing process.

The parish council discussed, they felt that at present there is insufficient members on the parish council available to make this commitment in time and resources. In 2005 a Parish Plan was completed, it was 3 years of hard work. The Borough Council should be the one who makes the parish council's voice heard.

The Chairman suspended the meeting to allow the members of the public present a chance to voice their opinion.

We have been here before and what did we gain from it? The Parish Plan identified areas for small development with a total of 45 houses and we ended up with over 116 houses being approved, what is the point spending time and money?

S Burbridge proposed that currently there is insufficient interest to take a Neighbourhood Plan any further, no presentation is required. S Crump seconded.

9. Correspondence which has not already been circulated  
Please can a Norfolk Flag be flown for County Day? Parish council discussed, S Burbridge proposed £10 is allocated for a Norfolk County flag to be purchased and flown for Norfolk Day on the 23<sup>rd</sup> July, R Gibson seconded – APPROVED S Crump volunteered to put the flag up and take it down.  
TRO – Bell Street Feltwell 10<sup>th</sup> July for 6 days to repair a stop tap – this has been posted on the Facebook page.  
Grass cutting was missed on Lower Green, The Clerk has asked the Contractor to come back to do this.  
Petting Farm Thornham Road. Member of the public is concerned about the rules and regulations for this activity.

#### OPEN FORUM

Please can the Norfolk flag be flown from 22<sup>nd</sup> – 29<sup>th</sup> July? J Marriage will ensure the flag is compatible with the flagpole.

The door stop in Mini Methwold is not working properly and closes on its own, can this be looked at? The Clerk is aware of this.

Cllr. Ryves thanked D Charlesworth-Smith for the presentation she made about dog bins at the Northwold parish council meeting, D Charlesworth-Smith stated she was acting as a member of the public at this meeting.

Will the grass at Petch Corner be turfed and reinstated where the lorries have had to mount the kerb? Also the chevrons for Petch Corner lay in the grass can these be put back up? Clerk to contact Developer.

Does the parish council get a chance to name the new developments, where did the name Earls Field come from?

Are local Contractors asked to quote for work in the parish? Yes, if possible, we try to ask local Contractors to quote for work although some are unaware of how to put together a proper quote and the requirement for insurance, unfortunately a one-line email with a price cannot be accepted. If anyone knows of a local Contractor who would like the opportunity to quote for work, please give the Clerk their details so they can be contacted when going out for quotes.

10. Any Further Reports and items for the next agenda-for information only
- The proposal for the Section 106 money from Storeys Meadow development which the planning officers had decided to use for children's play equipment, has been discussed for the past year with the Borough Council to have a Deed of Variation to be able to provide a public toilet on the recreation ground instead but this week they have told us that this cannot be done and the contribution will have to be used for children's play equipment, this will be discussed with Cllr. Ryves to see if there is any leeway as to what the Section 106 donation can be used for.
  - At the last meeting the legal status of Mill Lane and The Avenue were discussed, this is a restricted byway and only non-motorised traffic can legally use these lanes unless for access to property, if

anyone is seen using this lane as a cut through this can be reported to the Police on the 101 number with registration and vehicle details.

There are weeds, nettles and brambles along Mill Lane and Green Lane, this can be reported on [www.fixmystreet.com](http://www.fixmystreet.com)

- There are electrical items left on the pavement outside a house in Brookville, this can be reported on [www.fixmystreet.com](http://www.fixmystreet.com)
- The drains on Petch Corner are reported as blocked by debris, this can be reported on [www.fixmystreet.com](http://www.fixmystreet.com)
- At the Northwold meeting the Clerk mentioned free bins, there are free bins but a licence needs to be gained from Highways who will then fit the bins, there is a cost associated with each bin for emptying.
- There is a new member of the Speedwatch team, recently 14 people were registered as speeding, it is understood these drivers will be receiving letters from the Police.
- The chevron sign at Buntings Lane/Petch Corner lays in the grass can this be reinstated?
- The grass at the back of The George has been strimmed.
- Grass verge at the entrance to The Avenue is overgrown and when trying to exit it is very difficult to see traffic coming from the right, can this be reported? The Clerk has already reported this to Highways.
- The beech hedge has been trimmed back at Cock Corner.
- 3 men were seen opposite the fire station in hi-vis vests, does anyone know what they were doing?
- 30mph sign coming from Methwold to Methwold Hythe is faded and cannot be easily seen, can this be reported?

11. To pass a resolution (under the Public Admission to Meetings Act 1960 to exclude members of the public and press for the following confidential items:

A regular group are not paying their hire fee on time at the end of each month as requested – the Clerk has explained that the group need to submit a request to the parish council to ask if they are allowed to pay quarterly, this has not happened, also bookings are made at the beginning of the year but the group have used the hall without booking, this means there is no agreement for these additional bookings and they will not be covered by the parish council's insurance. The Chairman was asked to write to the group to explain the terms of their hire and to request a meeting, they currently have the privilege of holding a key, if they are unwilling to comply, they will have to return the key.

The Clerk has obtained some prices for replacement windows on the Fenton Room, this will be discussed at a future Halls meeting. The windows at the back of the Fenton Room are rotten and needs replacing soon, some windows could be made bigger but this all needs to be discussed.

Quotes for tables and chairs-The Clerk has obtained quotes for chairs and tables, but it is difficult to get three separate quotes because we have been speaking directly with the manufacturer who supplies many companies who sell the chairs all over the UK.

Some members of the parish council need to go to try the chairs to ensure they are comfortable; this will be arranged. Quotes will be ready to be discussed at the next meeting.

Meeting closed 9.30pm