

MINUTES OF METHWOLD PARISH COUNCIL MEETING
HELD IN THE 21 ROOM ST GEORGE'S HALL COMPLEX
THURSDAY 10th MAY 2018 at 7.30pm

Present: J Marriage-Chairman, D Thomas-Vice Chairman, T Thomas, R Gibson, P Crawley, C West,
D Charlesworth-Smith, K Plumridge, B Horton, S Burbridge
3 members of the public
The Chairman welcomed all to the meeting.

OPEN FORUM

On the B1112 just past the Quorn factory there is a model of an aeroplane on the telegraph pole, what is this for? The Royal Air Force is 100 years old in 2018, as part of the RAF 100 commemorations, 42F Kings Lynn squadron Air Cadets- parented by Royal Air Force Marham was granted an award to research and promote the airfields of Norfolk- to Commemorate and Remember the 100 years in conjunction with Norfolk Airfields. 40 Airfields were chosen as the focus and research has been done over the last few months, a model aircraft and history board will be decorated and erected close to each of the chosen airfields on a telegraph pole for the summer of 2018 making a Heritage Arts Trail Local schools and/or local air cadet squadrons have been helping with the decorating of the aircraft model that will be situated at the airfields, in addition squadrons at RAF Marham have also been involved.

A website has been produced with the details of where each airfield is, and information on the project.
website - www.heritageartstrail.co.uk twitter HeritageArtsTrail@42FATC

Once again there was no St George's flag flying in the village for St George's day, the church has a flagpole but the flag didn't fly, what happened to the flags which were supposed to be on St George's Hall?

The pathways across Storey's Meadow need attention, path no 9 has been cut but the path is narrow and has overgrown again, path no 10 is completely impassable – Clerk to follow up.

The Old Chapel – the scaffolding and screens remain in place but it doesn't look as if any work is being done what is happening? The Clerk and Cllr. Storey have followed this up with the Network Coordinator (West) for Community and Environmental Services who are monitoring. Clerk to go back to BCKLWN.

Who owns the walls in the main car park at St George's Hall? – It is understood that the walls are the responsibility of a resident of the parish and not the parish council.

1. Election of Chairman and Chairman to sign Declaration of Acceptance of Office-The current Chairman could not be persuaded to stand again for Chair. D Charlesworth-Smith proposed D Thomas as Chairman and S Burbridge seconded, there were no other nominations. D Thomas was elected as Chairman, Declaration of Office signed.

2. Election of Vice Chairman - B Horton proposed J Marriage and D Charlesworth-Smith seconded, there were no other nominations, J Marriage signed Declaration of Acceptance of Office.

3. To receive and consider accepting apologies for absence- R Hood and S Stones.

4. Declaration of Interest – Councillors invited to declare any interest in any item on the agenda-K Plumridge declared an interest in items 6.3 and 13.1

5. To sign and approve the minutes of the meeting of 12th April 2018 as a true record of the meeting – K Plumridge proposed, C West seconded – All agreed - 2 abstentions T Thomas & R Gibson

Matters arising from past minutes- request for update from meeting with Post Mistress, S Burbridge gave update. Hire Agreement to be drawn up and insurance documents requested.

6. Reports

6.1 Chairman's Report

6.2 Clerk's Report – Clerk thanked R Gibson for her help throughout the year and with the audit.

6.3 Report from the Open Spaces Working Party to consider the recommendations made at the Open Spaces Working Party meeting held on 28.04.2018. To include: a. Cemetery Access – widening the path from the car park and limiting access through the front gates – parish council thought this to be a good idea, Clerk instructed to obtain quotes.

b. Cemetery Fees, the Cemetery Superintendent has responded, S Burbridge proposed increased fees are accepted,

T Thomas seconded - All in favour, Clerk will inform Funeral Directors of new charges.

6.4 Report from the Hall and General Purposes Working Party to include consideration of the recommendations made at the Hall and General Purposes Working Party meeting held on 3rd May 2018 - The leak in the roof in Mini Methwold has been repaired today, public toilets for St George's Hall car park to the hall meeting for investigation. D Thomas asked for permission to purchase a replacement kettle for the kitchen in the old club, the current one is leaking, D Charlesworth-Smith proposed B Horton seconded - All agreed

Parking is causing a problem for users of the Complex especially on Mondays, gabions are suggested as a resolution placed along the drive at the old social club, cost is approx. £600 to have 6. R Gibson proposed that a limit of £600 is made available to purchase 6 gabions, K Plumridge seconded - All agreed
No parking signs are here and ready to be put up.

7. Finance

7.1 Approval of payments list – T Thomas proposed approval of payments, K Plumridge seconded – All agreed

7.2 Accounts Update – Chairman went through Income & Invoice List and Bank Rec.

7.3 Approval of Internal Audit – All Councillors have received a copy of the Internal Audit, K Plumridge proposed approval of Internal Audit, T Thomas seconded – All agreed

7.4 Annual Governance Statement to be approved and signed by Chairman and Clerk – D Charlesworth-Smith proposed approval, T Thomas seconded – All agreed

7.5 Accounting Statement 2017/18 to be approved and signed by Chairman and Clerk – S Burbridge proposed approval, C West seconded – All agreed

8. Council Organisation

a. Election of Co-ordinators for Working Groups – Hall Coordinator – B Horton proposed D Thomas, S Burbridge seconded - All agreed.

Open Spaces – K Plumridge would like to step back from the coordinators role to concentrate on Mini Methwold. R Gibson proposed J Marriage D Charlesworth-Smith seconded – All agreed

It was felt it would be beneficial to have a Planning Coordinator, K Plumridge proposed S Burbridge, seconded by R Gibson – All agreed

b. Representatives for other Organisations - Batchcroft Trust B Horton and S Stones to remain unchanged
Communities/School Liaison this will be re-visited later once a date for a meeting is known.

9. To receive planning decisions:

18/00232/F 46 Hythe Road Methwold Thetford Norfolk IP26 4PS - To create a dropped kerb in front of garage and driveway of property. Application Withdrawn 11 April 2018

18/00238/F Marlow Foods Quorn Foods Brandon Road Methwold Norfolk IP26 4RL - To install 3 additional Liquid Nitrogen storage tanks. The tanks will need a dedicated plinth of suitable design, to take the additional loading. The tanks are 3100mm diameter and 12510mm high. Application Permitted 9 April 2018 Delegated Decision

9.1 To consider the following planning applications: None

9.2 To consider any planning decisions and applications received after the agenda was produced: None

10. Items received for Agenda

GDPR – Update on progress – The Clerk reported that the government is discussing an amendment to exempt local councils from the requirement to appoint a Data Protection Officer (DPO). Update will be brought to Council once known.

11. Correspondence which has not already been circulated

Reply received from Spencer Farms.

OPEN FORUM

Stoke Road – four water drains are blocked with silt – need reporting

Are the council going to get quotes for flagpoles?

Main Road Brookville – Clerk has taken photos of the dropped drains and the road surface and sent these to Highways.

Raffle tickets for the Village Celebrations are on sale please see J O'Ware if you would like to purchase any.

At 9.30 pm the Chairman asked for a proposal to extend the meeting to allow the remainder of business to be completed, proposed by T Thomas Seconded by S Burbridge - All agreed.

12. Any Further Reports and items for the next agenda-for information only.

Request for village signs like the one on Cock Corner for Brookville & Methwold Hythe, Clerk to obtain costs.

Confirmation of fire exit from Post Office is through kitchen out into car park, correct.

Grasscutting – reports received that those cutting the grass are not doing a good job.

New fittings for toilets are being done as quickly as can be, P Crawley was thanked for his time spent doing this.

Brookville grass untidy – this is the responsibility of the Borough & Norfolk County Council and can be reported on www.fixmystreet.com the grass around the parish needs to be cut.

Can a mirror be put up on the side of the road to allow better vision to drivers leaving the club?

Fly tipping on Mill Drove – anyone can report fly tipping on www.west-norfolk.gov.uk enter fly tipping in the search engine.

Speed camera in Methwold Hythe will be moved soon, need to decide where to site next.

The far side of the rec. the chalk wall which was falling down has been rebuilt and it looks like an access gate onto the rec. has been made, this will be checked.

13. 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: HR meeting to be arranged before June meeting. A recent hire left the old social club in an awful mess, the Clerk has been instructed to write to the hirers and to cash the damage deposit cheque.

13.1 To consider an incremental pay increase for the Clerk: The Council agreed to award an incremental pay increase for the Clerk with effect from 1 April 2018. The Council acknowledged the national 2% pay rise which is also effective from 1 April 2018. Proposed by D Charlesworth-Smith seconded by B Horton– all agreed K Plumridge abstained.

Meeting closed 10.05pm