

MINUTES OF METHWOLD PARISH COUNCIL MEETING  
HELD IN THE 21 ROOM ST GEORGE'S HALL COMPLEX  
THURSDAY 9<sup>th</sup> August 2018 at 7.30pm

Present: D Thomas – Chairman, J Marriage-Vice Chairman, R Gibson, C West, P Crawley,  
D Charlesworth-Smith, K Plumridge, S Stones, S Burbridge, R Hood, T Thomas.

3 members of the public

Cllr M Storey

The Chair and welcomed all to the meeting.

OPEN FORUM

Cllr. Storey apologised for not cutting Storeys meadow, this will be done. Cllr. Storey has been in contact with Highways regarding the drain covers along the Main Road Brookville, and has also spoken to the resident who made the complaint, Highways have ensured that the work will be done within 10 days.

A resident questioned Cllr. Storey which footpath on Storeys Meadow would be cut, the shorter one or both of them?

The new wooden finger post at the top of Hall Farm drive marking the footpath has been removed, no one knows why, Clerk to ask Footpaths Officer.

At Cock Corner the telegraph wires are growing through the trees, a cable is hanging down, it is thought this is ongoing work by Open Reach who are working on the fibre connection.

1. To receive and consider accepting apologies for absence – B Horton.
2. Declaration of Interest and to consider dispensations – R Gibson declared an interest in item 5.5 regarding the Key Holder position.
3. To approve and sign the minutes of the meeting held on 12<sup>th</sup> July 2018 as a true record of the meeting. R Hood proposed to accept minutes, S Burbridge seconded - All Agreed except T Thomas, D Thomas, P Crawley who abstained as they were not present at the last meeting.
4. Matters arising from past minutes – None
5. Reports:
  - 5.1 Chairman's Report – no questions – the Clerk has the presentations available for recent planning training attended, please let the Clerk know if you would like to receive this email.  
Chairman was asked if there was any update on the hire agreement for the room used as the Post Office, the Post Mistress has been given the hire agreement and it is hoped that this will be resolved very soon, to date no insurance documents have been received.
  - 5.2 Clerk's Report – Problems with the parish council laptop since having to change from Windows to Outlook, it has had no maintenance since purchased 4 years ago.
  - 5.3 Open Spaces Working Group meeting on 28.06.2018 and to consider recommendations made regarding: The Coordinator apologized for the late delivery of the notes from the meeting. Ornate village signs for Brookville and Methwold Hythe – costs start from £4000 per sign plus installation, these are not in this year's budget but could be included as part of the Parish Partnership 50/50 Scheme for 2019/20 will be revisited by Open Spaces, grant funding may be an option if decision is made to proceed.  
Fair Hill & Lancaster Park Farm-widening the road – At the recent Open Spaces meeting consideration was given to the proposal received from LPF however it was felt that the minimal increase in road area would make no difference were the drivers to take more care at slower speeds. Posts alongside the kerbs in Fair Hill are considered the only remedy to vehicles driving over the kerbs. J Marriage proposed not to proceed with gifting the land to Highways to widen the road and to consider installing posts along the

side of Fair Hill kerb line, S Stones seconded – All agreed R Hood abstained.  
Bus Shelters – Open Spaces proposed to put something in the Methwold Times to see how many people use the buses, where they catch them from and how many want a bus shelter. Siting in the right place has to be considered.  
Updates to the Cemetery Rules – proposed amendments were agreed by the council.  
Volunteers are required to fill the gabions on the Social Club drive, and for a clear up in the Rec. car park and the areas around both buildings including the garden areas.  
Volunteers also required to walk the footpaths to check signage.

5.4 Update from the Hall & General Purposes Working Group meeting held on 02.08.2018 – Flagpole on St Georges Hall Complex – end of social club, majority of the group decided that another flag pole was not required but could the end finial on the Main Hall which has fallen down be replaced with a weather vane of St George? Clerk to obtain costs.  
Toilet fittings – all new fitting are installed apart from Peggy’s Room, more will be required to complete St Georges Hall, a vote of thanks was proposed to P Crawley for his time installing the fittings.  
Solar panels – the application for feed in has been sent twice but nothing has been heard.

5.5 Update from HR Group meeting held on 26.07.2018 – The Key Holder post is to be advertised in the meantime a member of the public has offered to stand in until the role is filled. HR felt this as a good way to allow us to carry on to use the Halls etc. An advert is being prepared for the Methwold Times. It is thought a mobile phone should be available for the Key Holder, this means the number is consistent, a PAYG phone will be purchased. R Hood proposed to accept the temporary keyholder, J Marriage seconded – All Agreed R Gibson abstained.

K Plumridge proposed a PAYG Mobile is purchased for the Key Holder S Burbridge seconded – All Agreed R Gibson abstained.

The Clerk has resigned but has confirmed that she will help until a replacement is in place to ensure a smooth transition, a Trainee Clerk is thought to be the best option the parish council thought this to be the best way forward as the role has many facets to include the Complex bookings, cemetery etc. R Hood proposed an advert is placed to find a Trainee Clerk T Thomas seconded – All Agreed. K Plumridge abstained.

## 6. Finances

6.1 Accounts Update – Council received bank rec for July, no questions, although there seems to be a substantial amount held in all account t all of this is accounted for in the Financial Reserves Policy.

6.2 Approval of payments – D Charlesworth-Smith proposed approval of payments, R Hood seconded - All agreed, updated Income & Invoice list for July to be circulated.

## 7. Planning

7.1 To receive planning applications:

18/01295/A Advertisement application for 1 x triangular posting non-illuminated sign held on two metal poles at Glebe Wood Lodge Brandon Road Methwold Thetford Norfolk – it is believed this has been in place for some time, there was concern that the sign projects out rather than being flat but being triangular makes it easier to see. S Burbridge proposed to Support D Charlesworth-Smith seconded – Two abstentions R Gibson and J Marriage - All remaining Agreed

7.2 To receive planning decisions:

18/00145/F Adjacent 23 Whiteplot Road Methwold Hythe Thetford Norfolk IP26 4QP - Erection of dwelling Application Permitted 2 August 2018 Committee Decision

7.3 To consider any planning applications received after the agenda was produced: None

## 8. Items received for Agenda

Community Speedwatch – some volunteers have come forward, these have been asked to complete application forms to be able to proceed, volunteers are required for a minimum of one hour a month to run the scheme throughout the Parish. Please contact the Clerk if you are interested for more information.

## 9. Correspondence

The Clerk has received an email regarding the pile of flints which will be used to fill the gabions on the drive to the club complex. A meeting will be arranged with the Owners of the house to discuss a solution.

The gabions will be placed to stop people parking on the gravel outside St George's Hall blocking fire exits and the drive especially on a Monday, the council will be mindful as to where the gabions will be placed.

The Chairman suspended the meeting to ask the previous Steward of the Social Club for clarification regarding ownership and access-the whole of the drive belongs to the club, there are no legal parking rights on this land.

Should a sign be put up to inform people that the drive is private property?

J Marriage proposed to go ahead with installing the gabions, arrange a meeting with the Owner or representative of the adjoining cottage to discuss the parking and following this discuss further action. S Burbridge seconded – All Agreed.

Chairman proposed to extend the meeting to conclude business seconded by J Marriage – All Agreed

## OPEN FORUM

The lunch club is now having to pay to use the kitchen and 21 Room for the monthly lunch club, the club is growing and numbers have gone up to 20 per session and now have the facility to do deliveries to those unable to attend. It is felt that the lunch club is a benefit to the community and therefore should be dealt with under the Complex Hire Policy as an agenda item at the next meeting.

If the council decide to go ahead and have a weather vane on the end of St George's Hall how long will this take?

Petch Corner – the old house looks as if it is being taken down, is there anything in place to stop them taking it down completely? It was reported that it is unsafe in it's current state.

The parish council don't want to lose the building and asked Cllr. Storey to look into what is happening. The planning application states renovation of existing property Petch House.

## 10. Any Further Reports - for information only

- Should the parish council consider setting up a separate hall committee?
- Water has been turned off in the Rec. car park due to leak, this will be investigated.
- Replacement safety mats on the Rec. look good and makes the equipment safer for the children to use.
- There is a wedding next weekend the weeds around the whole Complex looks untidy, can weeding be done before the wedding?
- Cracks in the wall at the Fenton Room end of the building, are these being monitored?
- Mud on Old Feltwell Road due to development, this is expected to go on for some time.
- The hedge along Stoke Road has been cut and looks better but the grass is growing over the pavement and looks untidy.
- The remainder of the toilet fittings will be done as and when time allows.
- Dog mess on Mill Drove, can the Clerk speak to Northwold Clerk to ask for people to pick up after their dogs?
- Weeds overgrowing at The Old Post Office Brookville, is this Highways or private land?
- Would K Plumridge be willing to speak to another council about the concept and set up of Mini Methwold?
- Vote of thanks to the Clerk for all she has done.

Meeting ended 9.50pm