

Methwold Parish Council

Meeting of the Parish Council
Thursday 8th June 2023 at 7.30pm
21 Room St George's Hall Complex Methwold

Present: – Cllr. French – Chairman, Cllr. Liddle – Vice Chairman, Cllr. O'Ware, Cllr. Thomas, Cllr. Grassick, Cllr. Beukes, Cllr. Rodriguez, Cllr. Scott, Cllr. Riches

12 members of the public

1. The Chairman welcomed everyone to the meeting, recording is made for the purpose of the minutes, if anyone is recording in any form it is polite to let everyone know. One member of the public is taking notes.
2. The parish council to receive and resolve to agree apologies for absence – Cllr Rodwell, Cllr. Horton.
3. Declarations of Interest (In accordance with S31 of the Localism Act 2011) and requests for dispensations. - None
4. Approval of the minutes of the Thursday 11th May 2023 meeting – The minutes were accepted and approved as a true record. Proposed Cllr. Beukes, seconded Cllr. Liddle – Approved
5. Matters arising from the Minutes not included on the agenda but for information only - None
6. Reports
Update and Report from the Open Spaces Working Party to consider the recommendations made at the Open Spaces Working Group on 23rd March 2023, to include:
Fruit Trees for wildflower meadow – look at planting later in the year.
Subgroup set up to oversee recreation ground improvements.
Meeting with Highways on Tuesday 13th June 2023.
Traffic calming around the school.
SAMs2 sign – has been taken down from Brookville and will be installed by primary school within the next few days – Cllr. Liddle reported the top speed recorded in Brookville was between 4-5am at 95mph.
Bench for Methwold Hythe – has been ordered awaiting delivery.
Methwold Hythe Noticeboard – photograph shown to meeting – research for new lockable noticeboard which holds 6 x A4 sheets to be obtained for the next Open Spaces meeting.
Churchyard Wall subgroup has been set up to investigate repair, involvement of the church and S.P.A.B.
Fun Fair – Cllr. French proposed to give permission for Greys Fun Fair to use the recreation ground from 16th - 23rd October to run the Fun Fair, Cllr. O'Ware seconded – APPROVED. A donation of £200 has been offered to the parish council for the use of the recreation ground. More details closer to the time.
Cemetery hedge – proposal to look at clearing the centre hedge to open the old and new parts of the Cemetery.
Cemetery bench – very rickety – to Open Spaces meeting in July.
K Gate on recreation Ground – reported a resident is unable to access the recreation ground with a double buggy or wheelchair access, Open Spaces take gate out and monitor situation, keep them if problems replace them, it is important to open access to everyone. Cllr D Scott proposed investigate solution which may include removal of K gate which would be stored in case it is required in the future, Cllr. Liddle seconded – APPROVED
Cemetery hedge – propose work on Cemetery hedge is investigated – Cllr. Beukes proposed Cllr. Liddle seconded – AGREED.
7. Finance
7.1 Accounts Update – Bank Reconciliation, Clerk went through figures for all accounts.
7.2 For Approval of payments – Income & Invoice List – late invoices received for Westcotec – brackets for the SAMs2 £133.801 and Training £42 to be added to the list for approval. This addition was approved
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Cllr. French requested permission to pay invoices, seconded Cllr. Liddle - APPROVED

Cllr. R Scott arrived late and gave apologies.

7.3 Update and Report from Finance Committee meeting to consider the recommendations made at the Finance meeting held on Wednesday 7th June 2023 to include:

7.4 To receive the Internal Auditor's report and consider recommendations – already circulated Cllr. Liddle abstained as he hadn't yet read the report – Cllr. O'Ware proposed to approve, Cllr. Scott seconded – APPROVED – 1 abstention.

7.5 To approve 2022-23 Annual Governance Statement — already circulated – Cllr. Scott proposed to accept, Cllr. Thomas seconded – APPROVED. Chairman and Clerk to sign.

7.6 To approve 2022-23 Accounting Statement — already circulated – Cllr. Liddle proposed to approve, Cllr. Scott seconded – APPROVED Chairman and RFO to sign.

7.7 To appoint a Councillor as Internal Audit Control Officer for the coming year, monthly checks of finances with RFO – Cllr. French proposed Cllr. D Scott is appointed, Cllr. O'Ware seconded – APPROVED.

7.8 It was proposed by Cllr. French that members of the Finance Committee are appointed as additional bank signatories for the parish council accounts, Cllr. Thomas seconded – APPROVED.

7.9 To consider the Annual CIL Funding Report 1 April 2022 to 31 March 2023 Cllr Beukes proposed to accept the report, Cllr. Liddle seconded – ACCEPTED, Chairman and Clerk to sign and report will be returned to the Borough Council.

7.10 To approve the Grant Awarding Policy – deferred to later meeting.

7.11 To approve transfer of funds to Methwold Hall Complex Charitable Trust – this will be an agenda item when the new council are ready to discuss.

8. Planning

8.1 To receive planning decisions

23/00084/TREECA 1 Old Feltwell Road Methwold Thetford Norfolk IP26 4PW - T1 and T2 Eucalyptus Trees - Trees have gotten very tall at over 30m in height and are leaning over, during strong winds they are swaying quite a bit as they are getting very top heavy. Trim trees right down to half the size to avoid them damaging buildings. T3 Cherry Tree - Tree is overgrown and needs to be reduced by 5m Tree Application - No objection 24 May 2023.

23/00696/F The Globe 43 Globe Street Methwold THETFORD Norfolk IP26 4PQ - A single skin brick wall to replace current fence panels and additional trellis. Application Withdrawn 22 May 2023

23/00638/F 14 Stoke Road Methwold Thetford Norfolk IP26 4PE - Replacement dwelling Application Permitted 1 June 2023 Delegated Decision

8.2 To receive planning applications – None.

Update and report from the Planning a meeting held on Thursday 25th May 2023

8.3 23/00158/FM Construction of 8 x poultry units and associated infrastructure at Land NE of Brookville Farm 48 And 50 Main Road Green Lane Brookville Norfolk – Chairman read out the comments sent to the Borough Council - parish council SUPPORTS this application. Comments are on the planning portal if anyone wishes to read.

8.4 To consider planning applications received after the agenda was published –

APP/V2635/W/22/3313723 Planning appeal letter received - 22/01013/O Outline application with some matters reserved for the erection of 7 no detached CSB houses with garages and associated works. There is not much information available on the Appeals planning portal on the grounds for the appeal.

9. Items received for the agenda

Procedures and Policies Working Group – Cllr. French proposed that a subgroup will be set up to review procedures and policies, seconded by Cllr. Liddle - ACCEPTED

GDPR/Data Protection Committee – Cllr. French proposed Committee is set up to review GDPR/Data Protection, seconded by Cllr. O'Ware – ACCEPTED

Grass cutting – recreation ground and cemetery, this was not part of no mow May, due to the weather there was a lot of grass, it will get better. The contractors reported that they tried to strim around the play equipment recently and asked for people to move away from the equipment but were told in no uncertain terms to go away, the strimming has now been completed. Grass reported as looking much better now.

The parish council are responsible for cutting the churchyard, recreation ground, Fair Hill, Lower Green and the Cemetery and these areas are on a 14-day schedule between April and November.

The Borough Council cut in Methwold and Methwold Hythe and Norfolk County Council cut some other areas. NCC were asked on 2nd June when the areas they are responsible for will be cut and they replied - No action has been taken at this time but we will continue to monitor the problem - We have assessed that the defect does not currently meet our intervention criteria. We will continue to monitor as part of normal scheduled inspections. NCCs Verge cutting was completed in Methwold on the 19th of May any areas which have not been cut will normally be the responsibility of the Borough Council or Parish Council.

Abandoned Car - The Avenue – it has been reported, a resident stated that the car has now gone.

Footpath surface repair outside Meadow View, big vehicles run over footpath opposite development, very poor repair has been made, which is breaking down, can this be repaired? – to Highways meeting

Large vehicles using Hythe Road – to go round Petch Corner had to pull onto opposite side of the road, could be because the Feltwell - Southery road has been closed? Not obvious where the vehicles are going but definite increase recently. Unless there is a width or weight restriction unable to do anything. To Highways meeting.

Also main road through Feltwell has been shut for two weeks and traffic is coming through Methwold Hythe.

10. Correspondence

Highway Rangers will be visiting in July – please send any items to report – high priority - potholes, regular incidences of standing water and mud on road, lower priority sideout carriageway/footpath, overgrown trees and hedges and damaged or dirty signage.

Complaint regarding the upkeep of the planted border of the new development at the back of Herbert Drive.

Please can parish council write to developers to ask for this to be sorted?

Waste bin at Stoke Road has a hole in the lining and needs replacing – Open Spaces

News release new fund aimed to boost West Norfolk businesses and communities – new fund grants between £10-£50K email circulated today.

11. Open Forum for Public Participation

An opportunity to hear from members of the public, Borough, and County Councillor Brookville Defibrillator Co-ordinator reported that the recent training went well and 24 attended, £30 was raised towards maintenance, a good evening was had by all. Have written to the Trust to say thank you for giving us the hall and to the Key Holder for his help. The defib has already been deployed twice.

Fun Fair – will they deal with all their rubbish? They will deal with the rubbish, Chair urged people to go to their website and have a look.

Where will people park their cars, will both car parks be open, and will the funfair be able to marshal the car parking? This will be raised with the funfair.

Alongside the Cemetery the footpath/PROW – the top part of the path is mown regularly but the end closest to the road is overgrown – to Highways meeting and to Highway Rangers.

There are a lot of molehills in the Cemetery.

Cranswick Objection Group – trying to put together a committee to put together a community objection to the site, size, and traffic. The group is looking to meet 1 week before the parish council meet each month and bring the update to the meeting.

Will the parish council support the group by allowing the use of a room for the meetings?

The Chairman stated that the parish council objected to the application due to the traffic flow, over development. It is understood that a revised application will be submitted.

Do the parish council want to be involved – The Chairman stated that the parish council should not be part of a pressure group as there may be some in the parish who don't object, therefore it is right not to be part of any action group and remain unbiased.

There is a rumour regarding the scout hut - can the parish council clarify what happened to the donated funds? It is thought that the legacy was left to the church, Clerk will speak to the Churchwarden and update next meeting.

Posts on the Cranswick Facebook page – why are these anonymous? The group have an admin team who post.

Pity that the fair isn't going to be on Fair Hill, why? This is due to security and space, will take up more space than Fair Hill can offer.

Finance paperwork can this be printed out and left on the chairs for the public.

Greys funfair – have attended previously, they are very good.

Audit – who are the 5 people on the Finance Committee? - Cllr. French, Cllr. Beukes, Cllr. Younge, Cllr. D Scott & Cllr. Grassick. Concern raised that the Internal Auditor should not be a signatory for the bank account.

The GDPR/Policy Committee is a good idea but may be a conflict of interest with the Internal Audit Officer.

Lorries turning right at new poultry farm in Brookville, can there be signage here please to get lorries to run right out of here? Understood turning right will be part of planning conditions – Highways.

Car park, can this be sprayed off, it looks a mess? This is in hand but is a Trust matter

Bus Stop – Highways

Old Chapel scaffolding – Cllr Ryves and Cllr. Storey

12. Further reports and items for the next meeting agenda – July 13th 2023 – None

Chairman thanked all for their interest and time attending the meeting.

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:

Quotes – 13.1 Play Equipment Inspection – Quote A approved £135.00 + VAT.

13.2 Central Cemetery Hedge – more quotes required.

Meeting ended 9.00 pm.

DRAFT