

MINUTES OF METHWOLD PARISH COUNCIL MEETING  
HELD IN THE 21 ROOM ST GEORGE'S HALL COMPLEX  
THURSDAY 12<sup>th</sup> MARCH 2020 at 7.30pm

Present: D Thomas –Chairman, J Marriage –Vice Chairman, R Scott, S Crump,  
P Crawley, R Gibson, D Charlesworth-Smith.  
4 members of the public  
Cllr M Storey

The Chairman welcomed all to the meeting.

OPEN FORUM

Residents comments: Very good to see the cross is back on Cross Hill where it should be.

Dog bin in Trent VC/Ventura Close why do we need another dog bin, if people don't pick up after their dogs now they won't just because a bin is installed, only the responsible conscientious will use them, do we need this expense, education is the answer.

Open Spaces Coordinator replied: If approval is obtained to install a dog bin the parish council will have to buy the bin, pay for it to be installed and for emptying every week, no firm decision has been made yet, will be discussed further at Open Spaces. The St Georges Management Company will allow a bin on their land but will not contribute.

The Meadow development – resident spoke to Developer about Footpath 9, the intention is to reinstate the new path with chalk overtopped with gravel. There was a discussion regarding the route of both Footpaths, the Owner of the land where Footpath10 crosses was asked if he would consider making good the path with chalk and gravel, the Owner will give this some thought.

Please could the 1<sup>st</sup> space in the car park at the Old Social club be made into a disabled parking space and a sign purchased to inform users of this? D Charlesworth-Smith proposed to purchase sign and designate space for disabled, P Crawley seconded – APPROVED. J Marriage and R Gibson abstained

Can the pull cord in the disabled toilet be longer and can there be a clear sign for the gents toilet from the 21 Room to the toilet, Chairman asked for these sort of requests to be taken during the month directly to the Clerk so they can be discussed at the Hall meeting rather than main meetings.

1. To receive apologies for absence – S Burbridge, B Horton and Cllr. Ryves
2. To receive declaration of items on the agenda and to consider requests for dispensations – R Gibson Item 8
3. To approve and sign the minutes of the meeting held on 13<sup>th</sup> February 2020, Proposed by R Gibson, seconded P Crawley – APPROVED D Charlesworth-Smith abstained as not present at the last meeting
4. Matters arising from the last minutes – Cherry Tree Farm Clerk confirmed the recording have been sent to the Borough Council and Cllr. Ryves and request a clarification in procedure. Is the recycling factory in Buntings Lane already operating, it is believed it is, a representative from the Company was supposed to attend this evening but was unwell. It is hoped that the parish council will have the opportunity to rearrange another meeting.
5. Reports
  - 5.1 Update and Report from the Open Space Working Party to consider the recommendations made at meeting held on 27<sup>th</sup> February 2020 regarding the Cemetery skip and an Addition to Cemetery rule. Cemetery skip – we have received an updated list of materials which will be accepted by our skip supplier, they no longer wish to collect green waste which is the majority

of waste in the Cemetery, we would usually expect to have this skip emptied 3x per year at approx. £300 per lift.

J Marriage proposed to discontinue with the Cemetery skip, R Gibson seconded – APPROVED, it is hoped that people visiting the Cemetery will take their waste home and dispose of it there but the Clerk will enquire about having a brown and green waste bin in the Cemetery instead.

Cemetery Rule 9.10 – to be amended as follows:

New graves must have the plot number engraved on the rear of the gravestone, at no cost to the Parish Council, in 20mm characters. Additionally, the name of the company/firm supplying and erecting the memorial may be cut in lettering not exceeding 15mm on the reverse or side of the memorial. This is happening in other Cemeteries and helps with identification. J Marriage proposed to accept this rule, S Crump seconded - APPROVED Memorial Application Form will be changed to reflect this and all Stone Masons and Funeral Directors who work in the Cemetery will be informed by email.

- 5.2 Update and Report from the Hall and General Purposes Working Party to consider the recommendations made at meeting held on 5<sup>TH</sup> March 2020: Discussion about hire fees, group recommend to leave local hire fees as they are and round up to the next £1 the fees for non-resident hires, D Thomas proposed to accept, D Charlesworth-Smith second – APPROVED New chairs have arrived, when in storage these are in direct sunlight meaning fabric could fade, D Thomas proposed that 9 stack covers are purchased, £24.99 + VAT + Delivery D Charlesworth-Smith seconded - APPROVED

## 6. Finance –

- 6.1 Accounts Update – Bank Reconciliation all councillors were given a copy  
6.2 Approval of payments – Income & Invoice List all councillors were given a copy, there were no questions. P Crawley proposed to approve payments, J Marriage seconded - APPROVED  
6.3 Approval of Internal Auditor - the Finance Committee met prior to this evenings main meeting, proposal by R Gibson to appoint M Bergin as Internal Auditor for 2019/20 Audit, cost will be £75.00 J Marriage Second – APPROVED.

## 7. Planning

### 7.1 To receive planning decisions:

19/02051/F Woodbine 3 Lancaster Close Methwold Thetford Norfolk IP26 4NZ - Construction of front and rear extensions Application Permitted 13 February 2020 Delegated Decision  
20/00086/F Laurel Farm 36A Globe Street Methwold Thetford Norfolk IP26 4PQ - Conversion of existing barn into two residential dwellings Application Withdrawn 7 February 2020  
Withdrawn Application  
19/00211/NMA\_1 73 Hythe Road Methwold Thetford Norfolk IP26 4PX - NON-MATERIAL AMENDMENT TO PLANNING CONSENT 19/00211/F: Two storey side extension Application Permitted 19 February 2020 Delegated Decision

### 7.2 To receive planning applications:

18/01097/NMA\_1 Non-material amendment to planning permission 18/01097/F: Proposed replacement dwelling Fen Cabin Severalls Road Methwold Hythe Norfolk IP26 4QU – Approved 5<sup>th</sup> March 2020

### 7.3 To consider any planning applications received after the agenda was produced.

20/00338/F | Construction of one dwelling following demolition of existing residential annexe 39 Stoke Road Methwold Thetford Norfolk IP26 4PE. The parish council discussed this application, P Crawley proposed NO OBJECTIONS, seconded R Gibson

## 8. Items received for the Agenda

Deed of Variation to Section 106 – Meadow Development-This has been reported previously, It is likely to cost a maximum of £3500 for the Solicitor and Borough Council to make the change to the Deed of Variation so that the £33,000 Section 106 fund can be used to fund the installation of a toilet on the recreation ground instead of the additional play equipment that was

in the original Section 106. D Charlesworth-Smith proposed to proceed with the changes to the Deed of Variation and costs of up to £3500, J Marriage seconded APPROVE

Lunch Club – this group continues to offer lunch once a month to a wide section of the community, please can the hire fee be waived until the end of the year. Proposed P Crawley seconded D Charlesworth-Smith APPROVED

Annual Parish Meeting – this was going to be held on March 30<sup>th</sup> however due to the Coronavirus Covid-19 the Clerk has been seeking advice and asked that it is postponed to a later date to be advised. D Thomas proposed to postpone, P Crawley seconded – APPROVED

Policies - approval of any updates – The Clerk and Vice Chair have updated and modified the the proposed Financial Regulations specific to Methwold Parish Council, a copy has been given to each of the parish councillors, if any councillor has any amendments these can be sent to the Clerk, it is hoped the Financial Regulations policy will be approved at the next full parish council meeting.

9. Correspondence which has not already been circulated

Lancaster Park Farm have been sent a copy of an email received from a resident regarding a lorry running over the edge of Fair Hill, waiting for a reply from Lancaster Park Farm.

The parish council are aware of the demolition of the buildings at the entrance to Lancaster Park Farm on Fair Hill, this is with the Borough Council's Enforcement Officer.

OPEN FORUM

Does the village need to have toilets on the rec? They will need to be serviced, opened and closed, who will be doing this? They will be vandalised.

The parish council have been asked several times to provide toilets on the rec. for those who use this space, currently children have to be taken home if they require the toilet, the parish council are aware of the concerns regarding maintenance etc. and would hope to be able to utilise The Pound to converting into a disabled and separate toilet inside the building, the parish council have keep the building in good repair and it was thought this could be a good opportunity, it is hoped that by using the correct fittings and interior this would reduce the opportunity for vandalism.

The new chairs have arrived, the Clerk has been trying to find someone who would buy the old chairs but has been unsuccessful, the chairs have been sold for £120. There are a few chairs remaining that didn't fit on the lorry and the Clerk is waiting for a date for these to be collected. Does anyone know what was the large delivery in Scotts Lane, it was thought to be a caravan, will this be residential? If anyone has concerns regarding planning, please go to the BCKLWN website planning and report this. What is the point of residents reporting these mobile homes and caravans to the Borough Council if nothing is done about them?

Development on the Meadow – there is mud n the road and in the gutters, it is very bad, now more of the wall has been removed the lorries are running up and down the kerb, it was reported that Highways have been informed but cannot see any problem.

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

Thank you to Highways and the Footpaths Officer for arranging the chippings for the top of The Avenue, it was reported to be much, much better.

Can the dog poo warden be asked to visit and identify the parish hot spots ?

Does the parish council know who owns the field next to The Avenue? There are problems again with people on motorcross bikes, no number plates. This should be reported directly with as much information as possible to the Police.

Can we appeal for more volunteers to help with the Community Speedwatch, contact the Clerk who will take your details and pass them onto the coordinator. Training can be given and it will only take an hour of your time once a month.

The SAMs2 sign is being moved monthly, thank you to P Crawley who does this.

VE Day Celebrations May 8th would it be possible for Methwold in Bloom to set up on the drive outside the 21 Room to try to raise funds? There were no objections.

A water butt has been purchased for outside St George's Hall to collect rainwater from the roof, cost was £29.99 does the parish council pay for this? Chairman proposed cost is reimbursed in full, J Marriage seconded APPROVED.

The ladies toilets need refurbishing, when is this going to be done? The hand drier is old, can a paper towel dispense be installed in here? There may already be a paper towel dispenser in the store, Clerk to follow up with Cleaner/Handyman and if there is it will be installed.

Chairman requested permission to extend meeting to conclude business APPROVED.

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: Rateable value of the Complex discussed, Clerk is asking for clarification from BCKLWN.

Meeting closed at 9.50pm

DRAFT