

Methwold Parish Council

Extraordinary Meeting of the Parish Council
Monday 20th February 2023 at 7.30pm
21 Room St George's Hall Complex Methwold

Present: – Cllr. J Marriage, Cllr. C Beukes, Cllr. S Liddle, Cllr. M French, Cllr. J Rodwell, Cllr. D Charlesworth-Smith (Vice), Cllr. D Scott and Cllr. B Horton.

Cllr. Ryves

22 members of the public

1 The Chairman is unwell and unable to attend the meeting, therefore the Vice Chair welcomed everyone to the meeting.

2. The parish council to receive and resolve to agree apologies for absence. – Cllr. R Scott

3. Declarations of Interest (In accordance with S31 of the Localism Act 2011) and requests for dispensations. Cllr. Charlesworth-Smith declared an interest in item 8 Defibrillator and will take no part in the discussion.

4. To approve and sign the minutes of the meetings held on:

Methwold Parish Council Meeting -Thursday 12th January 2023 - Cllr. Liddle proposed to accept the minutes, Cllr. Marriage seconded - APPROVED

Extraordinary Meeting Monday 30th January 2023 – Cllr. French Proposed to accept the minutes, Cllr. Liddle seconded – APPROVED Cllr. Horton and Cllr. Charlesworth-Smith abstained as they did not attend.

5. Matters arising from the Minutes not included on the agenda but for information only - None

6. Finance

6.1 Accounts Update – Bank Reconciliation, Cllr. Rodwell proposed to accept, Cllr. Horton seconded - APPROVED

6.2 For Approval of payments – Income & Invoice List – Cllr. Horton proposed to approve, Cllr. Marriage seconded - APPROVED

7. Planning

7.1 To receive planning decisions

21/01560/F 1 Warren Cottage Brandon Road Methwold Thetford Norfolk IP26 4RL - Retrospective application for pond (non-commercial use) Application Refused 18 January 2023 Delegated Decision

22/02104/F Heath Bungalow Brandon Road Methwold Thetford Norfolk IP26 4RL - Proposed detached garden room Application Permitted 18 January 2023 Delegated Decision

22/00907/F Land E of 8A To 8D Globe Street Methwold Norfolk - Construction of 2 dwellings Application Refused 20 January 2023 Delegated Decision

22/01943/F 82 Hythe Road Methwold Thetford Norfolk IP26 4PU - A Proposed first floor side extension over existing garage, Alterations to garage along with internal alterations Application Permitted 26 January 2023 Delegated Decision

22/02231/F Beggars Roost 1 Brandon Road Methwold Thetford Norfolk IP26 4PB - VARIATION OF CONDITION 2 FROM PLANNING APPLICATION 22/01384/F - Construction of one dwelling including new access Application Permitted 26 January 2023 Delegated Decision

7.2 To receive planning applications:

23/00020/F Change of use and renovation of existing barn to residential dwelling 1 Globe Street Methwold Norfolk IP26 4PQ - SUPPORT

22/01678/F Replacement of Romney Hut with new Barn Style Dwelling at Romney Hut Cooks Farm Severalls Road Methwold Hythe Norfolk – NO OBSERVATIONS

7.3 To consider planning applications received after the agenda was published - None

8. Items received for the agenda

Councillor IT equipment – The majority of council communication is sent out electronically, those without internet access can be at a disadvantage, it would be beneficial for all councillors to have access to all

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documents, to overcome this other councils have purchased a tablet and internet access for those without this facility, the estimated cost approx. £100 with £10 per month, would council consider this to be a benefit? Cllr. Liddle to look into this further with a demonstration to show it working.

Defibrillator – As part of the community group Cllr. Charlesworth-Smith stepped down for this part of the meeting, Cllr. Liddle proposed Cllr. French as Chair, Cllr. Beukes seconded – AGREED

The Chair explained that at the January meeting a request for a defib to be sited in Brookville was received from a resident, this request was discussed and it was explained that the defibs in Methwold and Methwold Hythe were purchased by community fundraising and donation from Methwold Community Action Group, ongoing costs were covered by the charity set up by the community group in Methwold Hythe and by MCAG in Methwold.

The pc supports the formation of a community group and feel that a defibrillator in Brookville was a good idea.

The Chair opened up the meeting to the public so that the group from Brookville could speak. A lively debate took place where several issues were discussed including fundraising, location, care and maintenance.

Fundraising – a request has been received for the pc to donate £1000 plus £165 per year to maintain the maintenance contract for the Brookville defib. also, liability insurance for the posts. The Brookville group was asked if they had spoken to MCAG regarding funding? – Not yet

Have the Community group got a permit for going house to house? – the visits were to hand out leaflets for the defib and CPR, it was down to residents if they wished to donate.

The community group were asked if they had put in an application to the Borough Council for funding yet? The pc's Finance Committee will arrange to meet to discuss request but funding a defib was not included in the 2023/24 budget.

The pc was asked to provide a letter to Highways to show support for a defib. in Brookville.

Location – proposal to site a defib on the grass verge near the dog waste bin and post box on the Main Road, this is not within the footpath area, it is very uneven underfoot, unknown if this area belongs to Highways or is privately owned.

The streetlight here is orange and may need to be changed to a bright light to illuminate the defib.

Is there a better location in Brookville to site the defib? Suggestion the community group look at the grassed area at the start of The Avenue. A licence will be required wherever the unit/posts are to be sited.

Care and maintenance – The community group asked – will the pc agree to take on the responsibility of maintaining and supporting the defib, including the weekly checks to prevent the unit from becoming defunct if the person responsible for the upkeep of the unit moves house? The pc feel that the community needs to own the defib.

Community group asked for the pc to cover the annual funding for all three defibs which are located in the parish.

The spokesperson for Methwold Hythe explained that their defib is checked, maintained, and funded by the charity, they will continue to run this way because fundraising knits the community together. They have a governing document and a process for adding or removing people if required.

The Methwold defib is sited at the fire station, it is checked and maintained by the fire station staff and paid for by MCAG funds.

Concern was voiced that Brookville doesn't receive much for the amount of Precept that is paid by residents. Methwold is the second largest parish in Norfolk and encompasses three villages.

Cllr. Charlesworth-Smith was unwell and had to leave the meeting, it was agreed that Cllr. French continued as Chair.

9. Correspondence

Email received from Senior Monitoring and Control Officer, following the complaints received regarding the lorries parked along Hythe Road previously – EF Plastics – the activities fall within Class B2 and there are no restrictions that can be placed on the operation, if any noise and dust issues occur, please contact the Environment Agency. If there is a nuisance contact the Environmental Health Officer at BCKLWN.

Consultation on a County Deal for Norfolk – feedback from residents

<http://www.norfolk.gov.uk/countydeal>

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Community drop in events locally –

21/02/2023 Swaffham Library, Swaffham 10.30am – 12.30pm and 4pm – 6pm

21/02/2023 The Forum, Norwich 10am – 2pm and 4pm – 6pm

27/02/2023 Thetford Carnegie, Thetford 10am – 12pm and 3.30pm – 5.30pm

27/02/2023 Watton Library, Watton 10am – 2pm and 4pm – 6pm

6/03/2023 The Forum, Norwich 10am – 2pm and 4pm – 6pm

8/03/2023 Downham Market Library, Downham Market 10am – 12pm and 4pm – 6pm

Temporary Traffic Order Regulation – WTRO3960 – Broad Drove- Decoy Road - Burst Main

Police – Priority Settings Meeting – to be held on 18th April 2023 at 7pm Methwoldist Church Ely Row Terrington St John.

Rural Services Network – Rural Cost of Living Household Survey – end 31st March -

https://www.surveymonkey.co.uk/r/Rural_Households_Cost-of-Living

10. Open Forum for Public Participation

An opportunity to hear from members of the public, Borough, and County Councillor

School safe crossing – parents of children at the primary school would like crossing the road to the school made safer, they are very concerned about the amount of traffic, especially those who park cars along the roads in front of the school and locally, the speed of traffic, the flashing signs and signage etc.

The parish council arranged a meeting with Highways so that the spokesperson could discuss the problems and ask for assistance to improve the situation.

Flashing signs, these used to be turned on and off by someone from the school, it has been found the signs are broken, school to repair.

Lollipop lady – when the last lollipop lady left the role it was considered unnecessary by NCC to replace them. Insurance requirements mean that this is a paid job from NCC and not something volunteers/parents can undertake.

Signage needs cleaning – Highways no longer clean signs, parent proposed to clean these signs themselves.

30mph roundalls on the road – Highways have put these on the list to be done.

Highways are to ask a colleague to visit the primary school at drop off and pick up time to ascertain whether a road traffic survey is required, the cost for this is £5k but if there are any traffic calming schemes which could be applied the cost might be able to be offset off the cost of the scheme, the Clerk is checking this, possibly using the Parish Partnership Scheme, applications are closed until later in the year with the parish council paying 50% and NCC paying 50% of the costs for any project.

A Community Speedwatch Group could be set up to monitor speed but ideally would need to cover other areas on the parish as well.

The SAMs2 unit – the parish council are discussing with Highways where the unit could be sited near the primary school, this would be to obtain speeds and volume of traffic at different times of the day, waiting for Highways to reply, the Clerk will chase them again.

Plot of land for sale at the top of Hythe Road, approx. 30 acres residents may want to look at the details online as this looks like it could become a site for development.

Can there be row of coat hooks for those using the Fenton Room kitchen and 21 Room kitchen – to MHCCT.

Cllr. Ryves – very good debate regarding the defib for Brookville, different viewpoints.

Elections are in May for those interested in joining the parish council.

The UK Shared Prosperity Fund and Rural England Prosperity Fund have in excess of £3 million to invest in projects to support communities and businesses planned by the Borough Council, applications for funding will open soon, see link below.

https://www.west-norfolk.gov.uk/news/article/1376/levelling_up_the_rural_economy

11. Further reports and items for the next meeting agenda – March 9th 2023

Photo ID is required for those wishing to vote in the elections on May 4th 2023 Acceptable forms of photo ID include*:

- UK-issued passport or driving licence
- Bus pass
- Blue badge

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- PASS proof of age card

<https://www.electoralcommission.org.uk/i-am-a/voter/voter-id/accepted-forms-photo-id>.

To apply for a Voter Authority Certificate online, visit: <https://www.gov.uk/apply-for-photo-id-voter-authority-certificate>. Applicants need their National Insurance number or other documents (which must be scanned in or uploaded), such as utility bill, council tax statement, birth certificate, and a passport-style photograph. Full details provided on the gov.uk website.

The council has arranged drop-in sessions at its offices in King's Court in Chapel St, King's Lynn, as follows:

- every Tuesday, 2pm-5pm, and
- every Wednesday 9am-12noon

from Tuesday 28 February to 25 April (which is the closing date for VAC applications). Further sessions are being arranged in Hunstanton and Downham Market, full details of these will be released in the next fortnight.

The county's libraries are also able to offer some help with the process, including free access to public computers and WIFI, at any time that the library is open. They can also give people one-to-one support to go through the process by appointment.

At libraries voters will need to take their National Insurance number and, importantly, their own device that can be used to take and upload a photograph, even if they are going to the library for support. If visiting a library for help voters should check local opening times and make an appointment if one-to-one help is needed.

If you do not have internet access, call 01553 616200 for a paper form to apply for a Voter Authority Certificate or to request a postal vote.

Request from Cllr. Beukes to arrange a lunch event for the Coronation Weekend - Sunday 7th May 2023, please can the recreation ground be used – on March Agenda.

The Chair thanked all for coming this evening and added to Cllr. Ryves comments that the debate was very helpful for all those concerned.

12. 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 – An HR Group were convened in November with advice taken from Norfolk ALC. There needs to be an HR Staff Committee appointed, there will be 4 councillors appointed to the committee.

a) HR Staff Committee –

Cllr. Liddle proposed Cllr. French to the Committee, seconded by Cllr. Marriage – APPROVED

Cllr. French proposed Cllr. Liddle, seconded by Cllr. Scott – APPROVED

Cllr. Rodwell proposed Cllr. Beukes, seconded by Cllr. Scott – APPROVED

Cllr. Marriage proposed Cllr. Scott, seconded by Cllr. Beukes - APPROVED

b) To agree Terms of Reference for HR Staff Committee – Cllr. Rodwell proposed the parish council accept the Terms of Reference for the HR Committee, Cllr. Liddle seconded – APPROVED and ADOPTED

Meeting closed at 9.35pm