

# Methwold Parish Council

Minutes of Meeting of the Parish Council

Thursday 10<sup>th</sup> March 2022

7.00pm to 9.00pm

21 Room St George's Hall Complex Methwold

Parish Councillors present: J Marriage – Chairman, D Scott, R Scott, P Andre, P Crawley

Also in attendance: R Buckle (Parish Clerk)

4 members of the public

Cllr Storey

Cllr Ryves

The Chairman welcomed all to the meeting

1. The parish council to receive and resolve to agree apologies for absence, apologies received from B Horton, D Charlesworth-Smith, I Cotterell, S Turner. Apologies accepted.

2. To receive declarations of interest in items on the agenda and consider any requests for dispensations - None

3. To approve and sign the minutes of the meeting held on 10<sup>th</sup> February 2022, the Chairman thanked D Scott for taking the minutes at February's meeting whilst the Clerk was unavailable. P Crawley proposed to accept the minutes, P Andre seconded - APPROVED

4. Matters arising from the Minutes of 10<sup>th</sup> February 2022 - None

5. Reports

5.1 Update and report from the virtual meeting of Open Spaces at the meeting held on the 24 February '22: R Scott gave an update to the meeting.

Storm damage in the Cemetery – the bough which came down in the storm has been cleared, along with the bough in the Churchyard. There was damage to one gravestone which has been cleared. One grave was damaged by the bough, and this will be filled in by the Grave Digger when he is next in the Cemetery. The deadline to register all Footpaths by 2026 has been cancelled by the government, the Open Spaces still intend to register as many of the Footpaths and rights of way around the parish.

Shrub clearance in the Churchyard – date to be arranged, volunteers to be advised.

Resident requested permission to remove ivy from the wall in the Old Social Club car park, permission given.

The no parking sign has been installed outside the Old Chapel, the sign was removed less than 24 hours after installation.

6. Finance

a. Accounts Update – Bank Reconciliation

b. Approval of payments – Income & Invoice List – Invoices from Wickstead for the repair to the zip wire buffer £578.40 and a training course £36.00 were added to the list for approval.

Included in this month's invoices for payment are

£790 to empty the dig waste bins around the parish

£3000 for the replacement windows in the Fenton room – this is to be paid for from the CIL Funding, the amount to be transferred from the Grants Account into the Current account

£696.88 Replacement Lantern, unit 19 Hythe Road

Parish Clerk: Rachel Buckle

07340 162 732

The Parish Office

[methwoldpc@outlook.com](mailto:methwoldpc@outlook.com)

[www.methwoldpc.info](http://www.methwoldpc.info)

[www.methwoldhallcomplex.org.uk](http://www.methwoldhallcomplex.org.uk)

St George's Hall Complex High Street Methwold Thetford Norfolk IP26 4NT

£1079.00 Solicitors for work to date - Charitable Trust

D Scott proposed to accept and approve the bank rec and payments list, J Marriage seconded - APPROVED  
c. Approval of Internal Auditor for 2021/22 – The council received a report from the Clerk prior to the meeting. Three Internal Auditors were invited to quote to complete the 2021/22 internal audit, two quotes were obtained, and one declined to quote due to the council not operating the Scribe accounting system and distance to the office. Quote A was proposed by P Crawley, R Scott seconded - APPROVED

## 7.Planning

### 7.1 To receive planning decisions

**21/02482/F** 25B And 27 High Street Methwold Thetford Norfolk IP26 4NT - PV Panels to be installed on the roofs of 25b and 27, canopy erected to the rear of 27 and new patio doors to 27 and replacement gate entrance to the shared driveway **Application Permitted 17 February 2022 Delegated Decision**

**21/02412/AG** Lancaster Park 33 Stoke Road Methwold Thetford Norfolk IP26 4PE - Agricultural Prior Notification: Small scale, open fronted shed for storage of feed and housing of parkland sheep

**Consent is Required 24 February 2022 Delegated Decision**

**21/02344/F** 25A High Street Methwold Thetford Norfolk IP26 4NT - Change of use of a vacant (former) Butcher's shop (E) to one bed dwelling (C3) **Application Withdrawn 1 March 2022 Withdrawn Application**  
**22/00152/AG** Old Agricultural Building S of String Drain And N of Potsford Cottage W Side of Rd Northwold Road Methwold Norfolk - Agricultural Prior Notification: General purpose agricultural storage building **AG Prior Notification - NOT REQD 28 February 2022 Delegated Decision**

### 7.2 To receive planning applications

**22/00228/F** VARIATION OF CONDITION 4; Attached to 19/01605/F and DISCHARGED under 19/01605/DISC\_A: To vary opening hours for dog day care, drop off/pick up and; To Remove time limit for dogs to be permitted outdoors 2 Warren Cottage Brandon Road Methwold Thetford Norfolk IP26 4RL. NO OBSERVATION either in favour or against the proposal.

### 7.3 To consider planning applications received after the agenda was published

22/00380/F Quorn Foods Brandon Road Methwold IP26 4RL Freezer extension (food storage) – NO OBSERVATION either in favour or against the proposal

22/00404/F 15 Feltwell Road Methwold Hythe, Thetford IP26 4QJ – Construction of new bungalow type dwelling – this was posted on the Planning Portal this afternoon and the council have not had time to study the application, the consultation date will be checked with the planning department and a decision deferred until after the council have had opportunity to fully investigate the proposal.

## 8.Items received for the agenda

Household Support Fund – Grants with a maximum value of £50 per household to help those in need with fuel costs. The grant can be used as an onward payment or used, for example to:

- Make purchases on behalf of the household
- Provide food supplies and/ or hot meals
- Purchase alternative vouchers or gift cards to purchase food
- Top up fuel keys/cards.

Funding is available to Voluntary, Community and Social Enterprise organisations, including Parish/Town Councils, P Andre to investigate further to find out how many houses in the parish may be in need of help, and if the grant can be used to purchase vouchers to give out as required? Closing date for first stage of grant 22 March 2022.

## 9.Correspondence

Parish Clerk: Rachel Buckle  
The Parish Office

[methwoldpc@outlook.com](mailto:methwoldpc@outlook.com)

[www.methwoldpc.info](http://www.methwoldpc.info)

[www.methwoldhallcomplex.org.uk](http://www.methwoldhallcomplex.org.uk)

St George's Hall Complex High Street Methwold Thetford Norfolk IP26 4NT

07340 162 732

Email received from resident who is looking for grazing, storage for vans and equipment in the parish.

Notification from oil supplier – potential shortages of supply and a 10 day delay in deliveries.

Request received from Methwold Community Action Group to use the Complex facilities on 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> June 2022 to hold events to celebrate the Queens Platinum Jubilee, risk assessments will be required for the family fun day & BBQ and the beacon in the churchyard. The parish council voted to support MCAG. BT are to increase their costs from 31 March 2022

The mobile library van will stop in St George's Car Park between 15.35 and 15.50 on the following dates 7 April, 5 May, 2 June, 30 June, 28 July, 25 Aug, 22 Sept, 20 Oct, 17 Nov, 15 Dec, 12 Jan 2023, 9 Feb 2023, details of other stops in the village will be posted on the Notice Board at St George's Hall.

The mole man has reported that he is having problems on the rec with a cat or fox marking the traps and live traps being pulled out of the ground. It was suggested that a cat could be the culprit!

## **10. Open Forum for Public Participation**

### **An opportunity to hear from members of the public, Borough and County Councillors**

Resident asked if there is an update on the meeting requested by the farmer to discuss the proposal to alleviate the damage to the grass on Fair Hill caused by vehicles, Open Spaces have requested details of the proposal and await a response before deciding on a meeting.

Disappearing sign outside the Old Chapel, this is criminal damage and therefore a police matter. Cllr Storey updated the meeting, Highways are aware and will take further action, waiting for an outcome. Cllr Storey thanked the resident who notified him of the installation and removal of the sign.

The factory in Buntings Lane is reported as having up to 8 lorries a day visiting the site, 16 movements, when planning was approved was there a limit to how many lorries can use the lane?

Can the bus stop road markers be reinstated opposite the cross by the primary school, the alternative stops are too far for some who wish to use the bus service.

Fly tipping in the hedge at the start of the new development on Hythe Road, there is now 7 tins of paint, a shelving unit and a cylinder from a vacuum cleaner dumped here.

It was reported that new residents are finding it difficult to locate the rooms at the Complex, can there be better signage for the building from the High Street please, especially the 21 Room and Peggy's Room.

The gate to the wildflower meadow was open today?

Volunteer offered to help with cutting back the shrubs, please let them know the date.

Has the money raised at last year's fete for the facilities in the recreation ground been transferred to the parish council? The Chairman has asked the Chairman of MCAG.

When will the weeds around the complex be sprayed? The contractors have said this will be done at the start of the season.

## **11. Further reports and items for the next meeting agenda – Thursday 14<sup>th</sup> April 2022**

Reminder that the parish council have no Vice Chair and the Chairman intends to step down in May.

Concerns that so few councillors are attending meetings.

There are 4 vacancies on the parish council, if anyone is interested in joining the parish council, please contact the Clerk for more details. A leaflet drop has been suggested and an advert will be published in the Methwold Times. It was reported that MCAG made a big effort recently to distribute leaflets to all houses but even this didn't gain any additional volunteers.

The blackboards either side of St George's Hall will be updated.

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:

12.1 Legal Matters concerning the application to the Charity Commission – P Andre and Chairman will respond to the Charity Commission before 17<sup>th</sup> March.

If this is not possible and we have to use the Solicitor to answer some of the more legal questions this will incur a fee, this will be bought to council for approval before any additional work is undertaken by Solicitor.

Parish Clerk: Rachel Buckle

The Parish Office

[methwoldpc@outlook.com](mailto:methwoldpc@outlook.com)

[www.methwoldpc.info](http://www.methwoldpc.info)

[www.methwoldhallcomplex.org.uk](http://www.methwoldhallcomplex.org.uk)

St George's Hall Complex High Street Methwold Thetford Norfolk IP26 4NT

07340 162 732

12.2. To agree the 1.75% pay increase to the Clerk, proposed by the National Joint Council for local government services, backdated to April 2021. J Marriage proposed to accept, P Crawley seconded - APPROVED

12.3 This the final year of a three-year contract for grass cutting and grounds maintenance, the Contractor has informed the clerk of a change of circumstances and due to these changes the contract is no longer in place.

Representatives from the council to meet with the Contractor to discuss and agree a plan as it is so close to the start of the cutting season it may be difficult to find another contractor who is able to start immediately, also the tree survey was completed last year and the medium priority tree works which were identified in the report are required to be completed this year. Clerk to arrange meeting with Contractor, Chairman, R Scott and P Andre.

Meeting ended at 9.10pm

DRAFT