



DRAFT

MPC(14)M04

## Melton Parish Council

**Minutes** of the meeting of Melton Parish Council held on Thursday 10 July 2014 commencing at 19:00 in the Lindos Centre, Melton IP12 1PP.

**Present:**

Cllr Mr A H Porter [Chairman] Cllr Mrs B K Abbott Cllr Mr J E Bale Cllr Miss E A Barrington Cllr Mr A G Corston Cllr Mrs J E Eckersley	Cllr Mrs E J G Hilson Cllr Mr M J Kennedy Cllr Miss K S Martin Cllr Mr C W Taylor Cllr Mr A Thompson Cllr Mr J West
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**Absent:**

Cllr Mr G K Butterwick Cllr M W Sherwen	Cllr Mr M L Webb Mrs E Ashford District Cllr Mr J Bidwell
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**In Attendance:**

County / District Cllr Mr M N Bond PCSO Marie Smith	Mr W J Grosvenor <i>Interim Clerk to Melton Parish Council</i>
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14.71	<b>TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE</b> The apologies for absence from Cllrs Butterwick and Webb, District Cllr Bidwell and Recreation Committee Co-optee Mrs Ashford were received and it was <b>Resolved</b> to consent to the absences. <i>Proposed by:</i> Cllr Martin <i>Seconded by:</i> Cllr Porter
14.72	<b>DECLARATIONS OF INTEREST</b>
14.72.01	<b>To receive Amendments to the Register</b> There were no amendments to the Register.
14.72.02	<b>To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda</b> There were no declarations of Pecuniary Interest in respect of Items on the Agenda.
14.72.03	<b>To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda</b> There were no declarations of Non-Pecuniary Interest in respect of Items on the Agenda.
14.72.04	<b>To Consider Full / Partial Dispensations for Pecuniary Interests Declared</b> It was noted that there had been no requests for dispensation for pecuniary interests declared.
	<b><i>It was RESOLVED to lift Standing Orders</i></b>

<b>14.73</b>	<b>PUBLIC PARTICIPATION SESSION</b>
<b>14.73.01</b>	<p><b>To receive the Safer Neighbourhood Team Report</b>  Paper MPC(14)P73.01 previously distributed was received and noted. PCSO Marie Smith went through the report and answered questions. In relation to the turf theft from the Council playing field, the offender will be required to write a letter of apology to the Interim Clerk. PCSO Smith added that she would also visit the Youth Bus to thank the young people for their community spirit in reporting the incident.  PCSO Smith was thanked for her report.</p>
<b>14.73.02</b>	<p><b>To receive the County / District Councillor's Report for May / June 2014</b>  Cllr Bond gave an oral report.  From the County perspective the main priority continues to be education; a new Asst. Director has been appointed to focus on raising standards. Also roads continue to be of high importance; the Council's Audit Committee is looking at the new contract with Keir. Work has already started on next year's budget, and whilst the level of savings required has not yet been identified, the outlook is bleak and services are likely to be affected. Public expectations as to what can be provided with diminishing resources may be too high. Finally Cllr Bond reported on the controversial debate on the investment in tobacco companies by the Council Pension Fund.  In relation to the District Council, Cllr Bond reported that he was contributing from his locality budget a sum of £1,500 to help fund the creation of a footpath near Farlingaye school. He gave an update on the District Council's accommodation review. The final decision has now been deferred to September 2014, when final options will be debated and a site chosen.  On a personal note, Cllr Bond announced his intention to retire from the District Council in the spring of 2015, but will continue as a County Councillor up to the next election in about three years time.</p>
<b>14.73.03</b>	<p><b>To receive Village Matters raised by Members of the Public or Councillors</b></p> <p><b>(a) Melton Village Fete</b>  Cllr Martin reported on the Village Fete which took place on 5 July. Profits were over £1,700, up on last year despite the weather.  <b>It was RESOLVED</b> to pass a vote of thanks to all local traders and stallholders who contributed, to the members of the community who generously supported the event, and to Melton Folk who performed on the day.  <b>Proposed by:</b> Cllr Porter   <b>Seconded by:</b> Cllr Martin</p> <p><b>(b) WW1 Commemoration Event</b>  Cllr Abbott drew the attention of Members to the proposed event to mark the start of the 1<sup>st</sup> World War in 1914. The Interim Clerk to arrange to have the notice displayed on the parish Notice Boards.</p> <p><b>(c) Retirement of the Rector</b>  It was reported that the Revd Michael Hatchett, Rector of Melton and Ufford, will be retiring at the end of December 2014. His support for the work of the Parish Council has been much appreciated. During the inevitable interregnum there will be a need to ensure that <i>Melton Messenger</i> continues to be produced and circulated. This matter was referred for further consideration to the next Finance, Employment and Risk Management Committee meeting to look at under the heading of "communications".</p>

	<b><i>It was RESOLVED to reinstate Standing Orders</i></b>
<b>14.74</b>	<b>TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON 8<sup>th</sup> May 2014</b> It was <b>RESOLVED</b> that Minutes MPC(14)M03 previously distributed, be received, noted and signed as a correct record by the Chairman, subject to an amendment showing Cllr Thompson to have been absent, rather than present as recorded. <i>Proposed by:</i> Cllr Porter <b><i>Seconded by:</i></b> Cllr Martin
<b>14.75</b>	<b>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND SUB-COMMITTEES</b>
<b>14.75.01</b>	<b>Finance Employment and Risk Management Committee 12 May 2014</b> Minutes FRM(14)M05 previously distributed were received and noted.
<b>14.75.02</b>	<b>Finance Employment and Risk Management Committee 30 June 2014</b> Minutes FRM(14)M06 (draft) previously distributed were received and noted. Cllr Thompson reported on the up to date staffing position and the intention to review staffing, systems and processes used by the Council over the coming months.
<b>14.75.03</b>	<b>Planning and Transport Committee 19 May 2014</b> Minutes PLA(14)M05 previously distributed were received and noted.
<b>14.75.04</b>	<b>Planning and Transport Committee 23 June 2014</b> Minutes PLA(14)M06 (draft) previously distributed were received and noted. Cllr Butterwick informed Members that there would be a public meeting held shortly in relation to the proposed development in Yarmouth Road, and also reported on the refusal by the planning authority of the Woods Lane application; on that there was likely to be an appeal within the next 6-8 months. He further reported that the Parish Council's formal response to the Bentwaters Park planning application had now been sent.
<b>14.75.05</b>	<b>Recreation Committee 19 June 2014</b> Minutes REC(14)M03 (draft) previously distributed were received and noted. Cllr Eckersley emphasised that key priorities were the installation of a height barrier to the playing field, and the securing of grant funding from Suffolk Coastal District Council for draining the boggy areas of the playing field.
<b>14.76</b>	<b>TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES</b>
<b>14.76.01</b>	<b>Burness Parish Rooms Management Committee</b> Cllr Kennedy reported that approval was outstanding for the hardstanding works to the rear of the premises. Melton Bowls Club would shortly be submitting an application to the Parish Council for funding for a new cartridge for their bowling green mower. This will go to Finance Employment and Risk Management Committee in October and to full Council in November.
<b>14.76.02</b>	<b>Deben Estuary Partnership</b> Nothing to report.
<b>14.76.03</b>	<b>Greenprint Forum</b> Cllr Eckersley reported back from the latest meeting. Ash Dieback is a concern. An article will be drafted for Melton Messenger.

14.76.04	<b>Melton Trust</b> Nothing to report.
14.76.05	<b>Melton Messenger – Editorial Committee</b> The invitation to the Parish Council to nominate a representative to the Editorial committee was further considered. Agreed to defer.
14.76.06	<b>Melton Primary School</b> Cllr Martin reported that the roll now stood at 149, and that the school has registered an interest in becoming an academy to protect its long term interests.
14.76.07	<b>Safer Neighbourhood Team</b> Cllr Taylor reported that the next meeting of the Community Panel will be at the Lindos Centre on 30th July and the Tasking Group meeting at Sutton Heath on 6 August. The main focus is traffic, parking and speeding.
14.76.08	<b>Sizewell C and EDF Community Forum</b> Nothing to report.
14.76.09	<b>Suffolk Association of Local Councils</b> Paper MPC(14)P76.09 previously distributed was received and noted.
14.77	<b>TO RECEIVE A REPORT ON PROGRESS WITH THE NEIGHBOURHOOD PLAN</b> Cllr Barrington gave an oral report. Public consultation events on the Neighbourhood Plan will be held in the large hall at the Lindos Centre on 13 and 15 July. Workshops led by Planning Aid will both scope the Neighbourhood Plan and also include projects; e.g. rebuilding the pavilion. There will be engagement with Officers / Members from Suffolk Coastal District Council and local landowners. Cllr Barrington also reported on a conference on 11 July on neighbourhood planning. It was beneficial to learn from the experiences of others. Neighbourhood Plans need to dovetail into the District Plan and Suffolk Coastal are now putting more resources into delivering that. On traffic matters, issues relating to the A1152 are now being looked at County wide, and there is greater recognition that planning further out (e.g. Rendlesham) will impact on the A1152 into Melton. Although there is a more positive attitude generally towards neighbourhood planning, the impact of the sustainable development policy under the NPPF is overarching. <b>It was RESOLVED</b> to pass a vote of thanks to Cllr Barrington for all her efforts in developing the Neighbourhood Plan project. <b>Proposed by:</b> Cllr Porter <b>Seconded by:</b> Cllr Martin
14.78	<b>TO CONSIDER ADOPTING REVISIONS TO SUFFOLK'S LOCAL CODE OF CONDUCT</b> Paper MPC(14)P78 previously distributed was received and noted. <b>It was RESOLVED</b> to adopt the proposed revisions. <b>Proposed by:</b> Cllr Thompson <b>Seconded by:</b> Cllr Porter
14.79	<b>TO CONSIDER REPRESENTATION ON COMMITTEES AND MEETINGS</b> Paper MPC(14)P79 previously distributed was received and discussed. Cllr Thompson asked Members to consider whether they are happy with the current structure; are the right people in the right places? Members

	expressed the view that it is important to trust committees to deal with matters delegated to them and to keep in touch with colleagues via the minutes. Also there is nothing to stop Members from attending other committees; they should do that when they can.
<b>14.80</b>	<b>TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA</b> Paper MPC(14)P80 previously distributed was received and noted. The Interim Clerk was asked to ensure that if the cheque for £200 made out to Pitstop had been cashed, then the grant to that organisation shall be reduced by an equivalent amount.
<b>14.81</b>	<b>TO RECEIVE THE FINANCIAL MANAGEMENT REPORTS</b> Paper MPC(14)P81 previously distributed was received and noted. Cllr Thompson emphasised that work on the financial systems and accounts was ongoing to improve and clarify the information available for Members.
<b>14.82</b>	<b>MELTON PARISH COUNCIL EMERGENCY MOBILE TELEPHONE NUMBER ROTA</b> This was discussed. Cllr Porter agreed to continue to hold the telephone for the time being.
<b>14.83</b>	<b>TO CONSIDER ITEMS FOR THE MELTON MESSENGER</b> <ul style="list-style-type: none"> <li>• Planned road works</li> <li>• Fete report</li> <li>• SNT report</li> </ul>
<b>14.84</b>	<b>CHAIRMAN'S URGENT BUSINESS</b>
<b>14.84.01</b>	<b>Member Training</b> Following discussion it was agreed to hold a training session for members. 9 October in the evening was proposed. <i>[Note: this was subsequently changed to the evening of Wednesday 8 October starting at 6pm.]</i> The budget for the session is £600.00. SALC will provide training. The Interim Clerk to confirm the venue and the availability of trainers.
<b>14.84.02</b>	<b>Vote of Thanks to the Assistant Clerk</b> The Assistant Clerk leaves the Council's service at the end of the month. <b>It was RESOLVED</b> to pass a vote of thanks to Cheryl Tye for her past services and to wish her well for the future. <b>Proposed by:</b> Cllr Martin <b>Seconded by:</b> Cllr Porter
<b>14.85</b>	<b>DATE OF NEXT MEETING</b> The next meeting of the Parish Council will take place on Thursday 11 <sup>th</sup> September 2014 commencing at 19:00 in the Lindos Centre Seminar Room.