



MPC(14)M05

Melton Parish Council

Minutes of the meeting of Melton Parish Council held on Thursday 11 September 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 G K Butterwick 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 M L Webb Cllr Mr J West
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Absent:

Cllr M W Sherwen	Mrs E Ashford (Co-optee) District Cllr Mr J Bidwell
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In Attendance:

County / District Cllr Mr M N Bond	Mr W J Grosvenor <i>Interim Clerk to Melton Parish Council</i> Mr P Brockett <i>Member of the Public</i>
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14.86	TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE The apologies for absence from Cllr Sherwen, District Cllr Bidwell and Recreation Committee Co-optee Mrs Ashford were received and it was Resolved to consent to the absences. Apologies for absence were also offered by PCSO Marie Smith. <i>Proposed by:</i> Cllr Martin <i>Seconded by:</i> Cllr Porter
14.87	DECLARATIONS OF INTEREST
14.87.01	To receive Amendments to the Register There were no amendments to the Register.
14.87.02	To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda There were no declarations of Pecuniary Interest in respect of Items on the Agenda.
14.87.03	To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda There were no declarations of Non-Pecuniary Interest in respect of Items on the Agenda.
14.87.04	To Consider Full / Partial Dispensations for Pecuniary Interests Declared

	It was noted that there had been no requests for dispensation for pecuniary interests declared.
	<i>It was RESOLVED to lift Standing Orders</i>
14.88	PUBLIC PARTICIPATION SESSION
14.88.01	<p>To receive the Safer Neighbourhood Team Report Paper MPC(14)88.01 previously distributed was received and noted. Members were concerned at the increase in offences since the last report (25 up from 12). Also Members queried whether there was any reason why the recent armed robbery at McColls' shop was not mentioned. The Interim Clerk was asked to raise this perceived omission with PCSO Smith.</p>
14.88.02	<p>Traffic and Parking Matters – Complaint re parking in Wilkinson Way The Interim Clerk went through paper MPC(14)88.02 previously distributed. The police response to the letter of complaint from a resident of Wilkinson Way was noted and the Interim Clerk was asked to write to the complainant accordingly. Concern was also expressed as to whether Woodbridge Primary School's travel plan is either robust enough or being implemented effectively.</p>
14.88.03	<p>To receive the County / District Councillor's Report for July / August 2014 Cllr Bond invited questions rather than giving an oral report. In response to a question about the position on Suffolk Coastal District Council's office relocation, he was unable to give any information until after the District Council's special meeting to consider the matter on 15 September. On education, he said that the County was hoping to attract Head Teachers of higher calibre to address pockets of underperformance. On highways matters, he is trying to get SCC to review traffic patterns in Melton Road; he also is aware that the problems associated with the lay by outside Melton Primary are still unresolved.</p>
14.88.04	<p>To receive Village Matters raised by Members of the Public or Councillors Melton riverside Cllr Abbott reported her concerns about the overflowing rubbish bins at the car park and consequent risk to public health as well as unsightliness. The Interim Clerk was obtaining prices for supplying and installing bins from SCDC; once installed they would be emptied free of charge. AGREED matter to be referred to Recreation Committee for consideration once estimate supplied.</p> <p>Milestone opposite the Burness Rooms Cllr Abbott said that the condition of this was causing concern. Cllr Corston offered to ask SCC Highways whether the Parish Council could refurbish.</p> <p>Hedges and Drainage issues in Saddlemaker's Lane Cllr Barrington raised concerns about unmaintained hedgerows encroaching the lane and making it difficult for two vehicles to pass in places. Also there were parts that were affected by flooding during periods of heavy rain. Cllr Corston offered to raise with David Chenery of SCC in the first instance.</p>

14.91.01	<p>Burness Parish Rooms Management Committee Cllr Kennedy reported that there had been a meeting the previous week, although he was unable to attend. A grant application to the Parish Council had been lodged for a contribution to the cost of the works to improve the hardstanding area at the rear of the premises. Melton Bowls Club also had a pending application to the Parish Council for funding for a new cartridge for their bowling green mower. Both these applications will go to Finance Employment and Risk Management Committee in October and to full Council in November.</p>
14.91.02	<p>Deben Estuary Partnership Nothing to report.</p>
14.91.03	<p>Greenprint Forum Nothing to report.</p>
14.91.04	<p>Melton Trust Cllr Thompson reported that a meeting had taken place a few weeks earlier and that the Trust was having difficulty in grant giving, and is reviewing its processes. In response to a query about giving educational grants, Cllr Thompson said that they were feasible, but must not impinge on areas of statutory provision.</p>
14.91.05	<p>Melton Messenger – Editorial Committee Following discussion on this previously deferred item, the Chairman said he would ask Co-opted Member Mrs E Ashford as to whether she would be willing to act in this role.</p>
14.91.06	<p>Melton Primary School Cllr Martin confirmed there was nothing to report because of the summer holidays. The roll now stood at about 150 and the school had a capacity for 210.</p>
14.91.07	<p>Safer Neighbourhood Team (SNT) Tasking Group Cllr Taylor reported that he had attended two meetings and circulated notes of them. Traffic speeds are a priority for Melton, but the SNT can only monitor speeds on 30mph roads. The SAVID document points out what villages can do for themselves. Rendlesham for example has a speed gun, and is willing to lend it to other parishes.</p>
14.91.08	<p>Sizewell C and EDF Community Forum Cllr Porter reported that the next meeting will be held in November.</p>
14.91.09	<p>Suffolk Association of Local Councils Cllr Butterwick reported that the next meeting of the Coastal Area Committee would be held on 15 September.</p>
14.92	<p>TO RECEIVE A REPORT ON THE PROGRESS WITH THE NEIGHBOURHOOD PLAN Cllr Barrington reported that, because of the holiday period, activity on the Neighbourhood Plan was very quiet. The grant funding comes to an end next year. There is planned a further workshop with Planning Aid in October and sub-groups will be looking at developing policies. It is intended to have a first draft of the Neighbourhood Plan ready by the end of the year with a final draft prepared by summer 2015.</p>
14.93	<p>TO CONSIDER AN AMENDMENT TO STANDING ORDERS TO REFLECT LEGISLATIVE CHANGES WITH EFFECT FROM 6 AUGUST 2014 Paper MPC(14)93 previously distributed was introduced by the Interim Clerk. The proposed change to the Council's Standing Orders was AGREED and the Interim Clerk was requested to distribute a copy of the</p>

	<p>revised Standing Orders to all Members. However Cllr Butterwick felt that the required legislative and procedural changes were disproportionate to the ways of working of small parish councils and he would raise the matter with SALC. In discussion Members also expressed concern at the fact that Melton had adopted model standing orders without tailoring them to the structure and activities at Melton. The Interim Clerk was asked to put redrafting the Council's Standing Orders on the list of tasks to be undertaken as soon as is practicable.</p>
14.94	<p>TO CONSIDER ARRANGEMENTS AND AGENDA FOR THE MEMBERS' TRAINING EVENT ON 8 OCTOBER</p> <p>The Chairman confirmed all the arrangements were in place for the event to proceed. It would start at 7pm at Lindos and end around 9pm. The SALC trainer would cover grant funding issues and also give an update on legislation and policy changes.</p>
14.95	<p>INDIVIDUAL ELECTORAL REGISTRATION</p> <p>Paper MPC(14)95 previously distributed was received and noted.</p>
14.96	<p>TO CONSIDER THE DRAFT RESPONSE TO SUFFOLK COASTAL DISTRICT COUNCIL'S LEISURE STRATEGY CONSULTATION DOCUMENT</p> <p>Paper MPC(14)96 previously distributed was introduced by Cllr Martin. The comments prepared by her in relation to the Leisure Strategy Consultation document were discussed and AGREED and she undertook to prepare a final response based on her comments for the Interim Clerk to issue on behalf of the Council before the deadline of 30 September.</p>
14.97	<p>TO RECEIVE THE FINANCIAL MANAGEMENT REPORTS</p> <p>Cllr Thompson introduced Paper MPC(14)97 previously distributed. He was pleased to be able to report that the financial systems had now been made to work in a more user friendly way which had enabled production of the reports now received by Members. He hoped that what was now available to Members was clear enough to be understood but comments, particularly on budgets, would be welcome. In discussion a query was raised about the adequacy of insurance cover for the pavilion and the Interim Clerk was asked to investigate.</p>
14.98	<p>TO RECEIVE THE AUDIT REPORT FOR THE YEAR ENDED 31 MARCH 2014</p> <p>Paper MPC(14)98 previously distributed was received and noted. The Interim Clerk reported that the External Auditor had signed off the 2013/14 Annual Return on 26 August. There were no matters of concern to be drawn to the Council's attention.</p> <p>The Annual Return was duly approved and accepted by Full Council.</p> <p><i>Proposed by: Cllr Martin Seconded by: Cllr Porter</i></p>
14.99	<p>TO CONSIDER ITEMS FOR THE MELTON MESSENGER</p> <ul style="list-style-type: none"> • Response to the Leisure strategy consultation • Highways matters • Crime, in particular burglaries

14.100	CHAIRMAN'S URGENT BUSINESS
14.100.01	Recruitment of Councillors The Chairman informed Members that he would be attending a seminar on 27 November on how to recruit new Members, as will Cllr Abbott.
14.100.02	Community Shield Cllr Abbott suggested that the Parish Council should award a Community Shield at the Annual Meeting to acknowledge outstanding service to the community. AGREED she would set out her proposals in more detail.
14.100.03	Christmas 'Thank You' Party The Chairman confirmed this would go ahead, details to be circulated.
14.101	DATE OF NEXT MEETING The next meeting of the Parish Council will take place on Thursday 13 November 2014 commencing at 19:00 in the Lindos Centre Seminar Room.