



Melton Parish Council

Minutes of the meeting of Melton Parish Council held on Wednesday 14 January 2015 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 Mrs E J G Hilson	Cllr Mr M J Kennedy Cllr Miss K S Martin Cllr M W Sherwen Cllr Mr C W Taylor Cllr Mr A Thompson Cllr Mr M L Webb Cllr Mr J West
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Absent:

Cllr Mr A G Corston Cllr Mrs J E Eckersley	Mrs E Ashford (Co-optee)
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In Attendance:

County / District Cllr Mr M N Bond	Mr W J Grosvenor Clerk to Melton Parish Council 4 Members of the Public who attended up to and including the Open Forum part of the Agenda.
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	PART ONE – OPEN TO THE PUBLIC
15.01	TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE The apologies for absence from Cllr Corston, Cllr Eckersley 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 District Councillor Bidwell and PC Karen Clabburn and PCSO Marie Smith. Proposed by: Cllr Martin Seconded by: Cllr Porter
15.02	DECLARATIONS OF INTEREST
15.02.01	To receive Amendments to the Register There were no amendments to the Register.

15.02.02	<p>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.</p>
15.02.03	<p>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.</p>
15.02.04	<p>To Consider Full / Partial Dispensations for Pecuniary Interests Declared It was noted that there had been no requests for dispensation for pecuniary interests declared.</p>
	<p><i>It was RESOLVED to lift Standing Orders</i></p>
15.03	<p>PUBLIC PARTICIPATION SESSION</p>
15.03.01	<p>To receive the Safer Neighbourhood Team Report Paper MPC(15)03.01 previously distributed was received and noted. Councillors expressed concern at the slight increase in reported crimes (23 up from 22 in the last period) and queried whether some might have been the work of one person. Cllr Taylor promised to raise this at the next Tasking Meeting. It was also AGREED to advertise the <i>POLICE CONNECT</i> messaging service via the Council's e-messaging facility and its website.</p>
15.03.02	<p>To receive the County / District Councillor's Report for November / December 2014 Cllr Bond offered to take any questions that Councillors might wish to raise. Otherwise, in relation to his District Council responsibilities, the main concern at the moment is the Council's overspend in relation to the Felixstowe seafront project of £1.85m. A series of special meetings of Audit Committee have been called to explain how the situation arose. Notwithstanding the complexity of the project from the legal, financial and engineering perspectives, the overriding concern is one of value for money to the community. He also reported that he had approved expenditure on a little wooden hut costing c£700 for Pitstop. However it was noted that the pre-school activity attracted a poor OFSTED rating recently. In relation to the proposed migration of Woodbridge Town Football Club into Ufford, he reported that a pressure group in Ufford is pressing for a roundabout on the A12 with a slip road to be constructed. However the County Council has no money for this. Any funds available are likely to be targeted at village by-passes. As ever, local village concerns are focused on traffic, roads, parking, pollution etc. Cllr Bond added that he had decided to offer himself again for election to the District Council, so that, in particular, he can give more attention to planning issues.</p>
15.03.03	<p>To receive Village Matters raised by Members of the Public or Councillors</p> <ol style="list-style-type: none"> (1) The Green Party candidate for the District Council in the forthcoming May elections introduced herself. (2) Questions were raised by a Member of the Public in relation to the Parish Council's position regarding the Burying Ground off Jews

	<p>£66,890.76 (an additional £1,095.01) but would show as a 0% increase</p> <p>(2) To use a figure of £4k as the base budget for CIL income in 2015/16</p> <p>(3) To set up a corresponding heading for “CIL funded projects” under the heading of “Expenditure – FERM” in the budget</p> <p>(4) Under the heading of “Expenditure – Planning & Transport Committee” to amend the 2015 budget figures to read:</p> <table data-bbox="587 353 1294 539"> <tr> <td>Neighbourhood Plan – From Budget</td> <td>£5,250</td> </tr> <tr> <td>Neighbourhood Plan – From Grant</td> <td>£ Nil</td> </tr> <tr> <td>Traffic & transport WG – Quiet Lanes</td> <td>£800</td> </tr> <tr> <td>- Saddlemakers La signage</td> <td>£3,700</td> </tr> <tr> <td>TOTAL</td> <td>£9,800</td> </tr> </table> <p>Proposed by: Cllr Thompson Seconded by: Cllr Abbott</p>	Neighbourhood Plan – From Budget	£5,250	Neighbourhood Plan – From Grant	£ Nil	Traffic & transport WG – Quiet Lanes	£800	- Saddlemakers La signage	£3,700	TOTAL	£9,800
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15.07	<p>TO RECEIVE THE FINANCIAL MANAGEMENT REPORTS</p> <p>Paper MPC(15)07a-e previously distributed was received and noted. The Chairman of FERM Committee explained that the issues around the Park Warden’s salary arose because he changed banks. Committees were requested to check the details relating to their areas of operation and raise any matters with the Clerk. The forecast for year end was the first draft.</p>										
15.08	<p>TO CONSIDER REQUEST FROM RECREATION COMMITTEE FOR A TRANSFER FROM RESERVES OF UP TO £6K FOR URGENT TREE WORKS</p> <p>Paper MPC(15)08 previously distributed was received. Following discussion, it was RESOLVED to agree the recommendations relating to the trees along the Melton Road boundary of the Playing Field.</p> <p>Proposed by: Cllr Martin Seconded by: Cllr Porter</p>										
15.09	<p>TO CONSIDER THE RECOMMENDATIONS FROM FINANCE, EMPLOYMENT & RISK MANAGEMENT COMMITTEE IN RELATION TO GRANT APPLICATIONS RECEIVED</p> <p>Paper MPC(15)09 previously distributed was received and noted. Following discussion it was RESOLVED to AGREE the recommendations as follows:</p> <ul data-bbox="443 1469 1453 1615" style="list-style-type: none"> • Melton PCC in respect of the Melton Messenger – award grant of £1,000.00 • Suffolk Accident Rescue Service (SARS) – award grant of £500.00. <p>Proposed by: Cllr Porter Seconded by: Cllr Abbott</p>										
15.10	<p>LOCAL GOVERNMENT FINANCE SETTLEMENT 2015</p> <p>The Clerk reported that, included in the provisional Local Government Finance Settlement for 2015, was consultation open until 15 January 2015, on matters relating to automatic precept referendums to local councils. The view of the National Association of Local Council’s (NALC) is that comparing local councils to principal authorities is unhelpful; however it is clear that the Government is considering applying automatic precept referendums to at least some of the highest spending councils.</p>										

15.11	<p>PARISH POLLS CONSULTATION</p> <p>The Clerk reported on another consultation, open until 30 January 2015, in relation to parish polls and the Government's proposals to modernise parish poll regulations.</p> <p>The consultation proposes to:</p> <ul style="list-style-type: none"> • Increase the trigger for the number of electors needed to call a poll to limit vexatious use • Update the voting arrangements with the stated aim of improving access and modernising the polling procedure to bring it into line with other local government polls • More closely define the question on which a parish poll can be held to ensure they are confined to appropriate local issues.
15.12	<p>TO RECEIVE AN UPDATE ON PROPOSALS FOR A COMMUNITY SHIELD – THE “MELTON MEDAL”</p> <p>Council discussed this proposal, which was agreed at the November 2014 meeting to be trialled in 2015. It will be awarded by the Chairman at the Annual Parish Meeting. Discussions focused on both the style the award should take and also the award protocol – should it be awarded to more than one person a year? The Chairman undertook to procure an appropriate style of award out of the Chairman's budget. Details of the award to be published in the Melton Messenger after the event.</p>
15.13	<p>TO CONSIDER UPDATE REPORT ON PLAYING FIELD / MELTON ROAD FLOODING / DRAINAGE ISSUES</p> <p>Paper MPC(15)13 previously distributed was received and discussed. Council NOTED the report and RESOLVED to AGREE to transfer £2k from Reserves in the current year to cover anticipated legal fees, and to allocate a figure of £5k for that purpose to be added to the budget for 2015/16.</p> <p><i>Proposed by:</i> Cllr Porter <i>Secoded by:</i> Cllr Barrington</p>
15.14	<p>TO CONSIDER A REPORT ON DEVELOPMENTS RELATING TO THE BURIAL GROUND AT SOUTH CLOSE, ST AUDRY'S</p> <p>Paper MPC(15)14 previously distributed was received and noted. Councillors felt there were two aspects – enforcing legal obligations to respect the integrity of the burying ground and future maintenance of the plot. The Clerk to make enquiries about whose responsibility it is to protect the plot from illegal development and therefore to take action against adjoining owners who have incorporated part of the plot into their gardens.</p>
15.15	<p>TO RECEIVE A REPORT ON THE PROGRESS WITH THE NEIGHBOURHOOD PLAN</p> <p>Cllr Butterwick reported that he was in touch with Chris Bowden of Navigus, the consultant who was supporting MPC in relation to the Neighbourhood Plan. A key issue now will be the Woods Lane Public Inquiry for which the Parish Council's Statement has to be submitted by 10 February. In response to a query about enlisting support from Dr Therese Coffey MP, Cllr Butterwick promised to revisit that in conjunction with the Clerk.</p> <p>One concern was that parishes which were not drawing up neighbourhood plans would be having dialogue with the District Council on site allocations. Although such meetings were not relevant now to Melton, it was important that Planning Policy staff at Suffolk Coastal were aware that the Melton NP is progressing.</p>

15.16	<p>TO CONSIDER ISSUES ARISING FROM THE PARISH COUNCIL'S RESPONSE TO THE DEBEN ESTUARY PLAN</p> <p>Cllr Butterwick reported on Cllr Block's presentation to the December Planning & Transport Committee meeting. Melton's response, which was supportive, was sent within the time limit for consultation. He felt that it would be a challenge to get the plan adopted before the election, although Cllr Block was optimistic.</p> <p>Cllr Sherwen raised the matter of the footpath that ideally should run from Wilford Bridge to Sutton Hoo, but is currently impeded by a sign near Wilford Bridge that prohibits walkers. Cllr Butterwick said that the footpath was identified in the old Melton Village Plan, Sutton PC were supportive and amenity bodies for ramblers etc. now treat it as a right of way.</p> <p>AGREED that the Clerk will liaise with Sutton PC and the National Trust to clarify the position.</p>
15.17	<p>QUALITY COUNCIL STATUS</p> <p>The Clerk reported that the current Quality Council Scheme has been reviewed by NALC. There is now a new scheme – the Local Council Award Scheme, which has 3 levels:</p> <ul style="list-style-type: none"> • Foundation • Quality • Quality Gold. <p>Existing Quality Councils can receive Foundation status for one year without cost on application to SALC. The Clerk further reported that he would be attending a briefing on this run by SALC on 5 February.</p> <p>Cllr Thompson felt that there were hidden costs in having quality status. Cllr Butterwick suggested that Melton should apply for Foundation status for the one year as there was nothing to lose in doing so.</p> <p>Proposed by: Cllr Porter Seconded by: Cllr Abbott</p>
15.18	<p>ACCOMMODATION ISSUES</p> <p>Paper MPC(15)18 previously distributed was received and discussed. It was RESOLVED to AGREE the proposals as follows:</p> <ul style="list-style-type: none"> • To henceforth hold all meetings on a Wednesday in line with the Schedule appended to the paper • To hold in abeyance any decision on future venue until the position on future accommodation at Melton Hill is clarified • Meanwhile the Clerk to book meetings at the Lindos for the period up to the end of this Council • <i>[Additionally following discussion]</i> the Clerk to book the Lindos for the Council's AGM and first meeting of the new Council. <p>Proposed by: Cllr Barrington Seconded by: Cllr West</p>

15.19	TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES
15.19.01	Burness Parish Rooms Management Committee Cllr Kennedy reported that currently there were no issues. The works to the car park were completed. In future at the annual Remembrance service Colin Birkbeck will lay a wreath on behalf of Burness Parish Rooms users; Cllr Kennedy to liaise with Beryl Lucas at the PCC.
15.19.02	Deben Estuary Partnership This was covered at Item 15.16 above.
15.19.03	Greenprint Forum Nothing to report.
15.19.04	Melton Trust Cllr Thompson reported that the Trust last met before Christmas. They were able to support two local families notwithstanding a key provision in the Trust Deed is that the Trustee's work must not impinge on that of the statutory services. There will be handover issues arising from the retirement of the Rector, who had gone through DBS checks.
15.19.05	Melton Messenger Cllr Martin reported that she had submitted the Parish Council's contribution. There was a need to agree how to feed in copy for the next couple of months as well as to ensure a means of capturing dates and events. On the allied topic of communication generally, Cllr Porter announced that for the time being he would take over responsibility for the notice board by Woodbridge Primary School in Wilkinson Way. The Clerk was asked to ensure the notice boards were cleaned and the locks serviced.
15.19.06	Melton Primary School Cllr Martin reported that an OFSTED visit was due. On a lighter note she recorded thanks to Mrs Webb and the children for the instrumental and vocal performances at the parish Christmas party.
15.19.07	Sizewell C and EDF Community Forum Cllr Porter reported that there was a meeting scheduled for 26 January 2015.
15.19.08	Suffolk Association of Local Councils Cllr Butterwick tabled his report (MPC(15)19.08) and went through it. He explained the services which SALC can provide and the valuable work that it carries out across the county. It was AGREED to NOTE the report with thanks.

15.20	<p>ROYAL GARDEN PARTY 2015 – NOMINATIONS FOR INVITATIONS</p> <p>The Clerk reported that SALC had invited Parish councils to put forward the name of their chairman to be entered into a draw for the three pairs of invitations that are available to SALC for Thursday 28 May 2015. Cllr Porter indicated that he was interested in attending and asked the Clerk to put the nomination forward.</p>
15.21	<p>TO CONSIDER ITEMS FOR THE MELTON MESSENGER</p> <p>The Chairman asked that any items for inclusion should be forwarded to either Cllr Martin or himself.</p>
15.22	<p>CHAIRMAN'S URGENT BUSINESS</p> <p>The Chairman reminded all Members that they needed to respond to the e mail sent by him asking:</p> <ul style="list-style-type: none"> • Are they standing for re-election? • What do they consider to be their greatest achievement in this Council?
15.23	<p>DATE OF NEXT MEETING</p> <p>The next meeting of the Parish Council will take place on Wednesday 11 March 2015 commencing at 19:00 in the Lindos Centre Seminar Room. There being no further business the meeting closed at 21:01.</p>