



MPC(15)M05

Melton Parish Council

Minutes of the Meeting of Melton Parish Council held on Wednesday 8 July 2015 commencing at 19:00 in the Hall at Melton Primary School, Melton Road, Melton IP12 1PG.

Present:

Cllr Mr A H Porter [Chairman] Cllr Mr J E Bale Cllr Mrs M Bevilacqua Cllr Mr N Brown Cllr Mr M Hearn Cllr Mrs E J G Hilson	Cllr Miss K S Martin Cllr Mrs C V McBurney Cllr Mrs A Stevens Cllr Mr C W Taylor Cllr Mr M L Webb Cllr Mr J West
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Absent:

Cllr Miss E A Barrington	Cllr Mr A G Corston
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n Attendance:

County Councillor Michael Bond Mr W J Grosvenor Clerk to Melton Parish Council	PC Karen Clabburn PCSO Marie Smith
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	PART ONE – OPEN TO THE PUBLIC
15.78	TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE Apologies for absence from Cllrs Barrington and Corston were received and it was RESOLVED to consent to the absences. Apologies for absence were also received from District Councillor Bidwell. Proposed by: Cllr Porter Seconded by: Cllr West
15.79	DECLARATIONS OF INTEREST

15.79.01	To receive Amendments to the Register There were no amendments to the Register.
15.79.02	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.
15.79.03	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.
15.79.04	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>
15.80	PUBLIC PARTICIPATION SESSION
15.80.01	To receive the Safer Neighbourhood Team Report Paper MPC(15)80.01 previously distributed was received and noted. The report showed that crime figures in Melton (12 since the last meeting) compared favourably with neighbouring parishes and were still relatively low. Cllr Porter thanked PCSO Marie Smith for attending the Melton Fete.
15.80.02	To receive the County Councillor's Report Cllr Bond began by stating that his key announcement that evening would be that he was spending £1k on commissioning an independent survey of Melton Road from end to end. He was getting regular complaints re congestion and parking. The result of the survey would inform proposals for action. In terms of resources available to Suffolk County Council, these continued to be under pressure. As an example, he explained that central government requires local government to deliver certain objectives without dedicated funding. One example of this is the provision of bus passes for the elderly. This costs the County £8m a year. There used to be a specific grant for this but for some time now it has been subsumed within the general subsidy. Cllr Bond referred to the drainage investigations carried out by Suffolk Highways' contractor on 29 June in relation to the culvert under Melton Road. There were numerous drainage problems in villages. In relation to the enforcement of the Public Inquiry decision on the Leeks Hill footpath issue, it was clarified by Cllr Martin that the landowner was to have been given a deadline, after which County would carry out the works and charge the landowner accordingly. The Chairman of Melton Parish Council thanked Cllr Bond for attending and giving his report.

15.80.03	<p>To receive Village Matters raised by Members of the Public or Councillors</p> <p>The following matters were raised:</p> <ul style="list-style-type: none"> • Cllr Martin reported back on a very successful fete held on 27 June. She thanked everyone who had supported the event and announced a profit of £2.2k, to be shared between the church and the school. • Cllr Martin also reported on the WW1 Poppy Walk to take place on 19 July. Marshals with high visibility jackets will be in place on the stretch that runs along a public road, together with warning signs.
	<p><i>It was RESOLVED to reinstate Standing Orders</i></p>
15.81	<p>TO APPROVE THE MINUTES OF THE PREVIOUS (SPECIAL) MEETING HELD ON 10 June 2015</p> <p>It was RESOLVED that Minutes MPC(15)M04 previously distributed, be received, noted and signed as a correct record by the Chairman. Proposed by: Cllr Porter Seconded by: Cllr West</p>
15.82	<p>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND SUB-COMMITTEES</p>

15.82.01	<p>Planning and Transport Committee 20 May 2015</p> <p>Minutes PLA(15)M05 previously distributed were received and noted.</p>
15.82.02	<p>Planning and Transport Committee 17 June 2015</p> <p>Minutes PLA(15)M06 (Draft) previously distributed were received and noted.</p>
15.82.03	<p>Finance, Employment and Risk Management Committee 10 June 2015</p> <p>Minutes FRM(15)M04 (Draft) previously distributed were received and noted.</p>
15.82.04	<p>Recreation Committee 24 June 2015</p> <p>Minutes REC(15)M03 (Draft) previously distributed were received and noted.</p>
15.83	<p>TO REVIEW AND CONFIRM TERMS OF REFERENCE FOR COMMITTEES IN THE LIGHT OF COMMITTEE PROPOSALS</p> <p>Paper MPC(15)83 previously distributed was received and discussed. It was RESOLVED to agree all the changes as marked in red on the paper. Additionally it was AGREED to delete Item (xxiv) from the Terms of Reference of Finance, Employment and Risk Management Committee as being redundant. The Clerk to distribute the revised terms of Reference to all Committee Members. In due course they will need to be added to the revised Standing Orders. Proposed by: Cllr Porter Seconded by: Cllr West</p>
15.84	<p>TO RECEIVE A REPORT ON THE PROGRESS WITH THE NEIGHBOURHOOD PLAN</p> <p>Cllr Brown gave a brief update on progress. The Neighbourhood Plan Steering Group had met on 23 June and agreed a revised project plan. Owners of brownfield sites were contacted by consultant, Navigus. Cllr McBurney expressed concern however that the characterisation element was being delayed.</p>

15.85	TO CONSIDER RISK ISSUES Paper MPC(15)85 previously distributed was received and the Clerk highlighted the key issues in the updated Register for July 2015 which were noted.
15.86	TO CONSIDER PROTOCOLS IN RELATION TO MATTERS WHICH AFFECT MORE THAN ONE COMMITTEE Paper MPC(15)86 previously distributed was received and discussed. It was AGREED that the view taken by Full Council in November 2014 should be maintained. All Committees operate in accordance with the Council's rules and with overlapping membership of Committees and the <i>ex officio</i> membership of all Committees held by the Chairman and ViceChairman, it should be possible to resolve all conflict without resorting to strict protocols. It was also AGREED that, in future, rather than produce separate updated reports on the same subject for all Committees, the Clerk would produce one for the principal Committee involved, and then copy the report where necessary to others.
15.87	TO CONSIDER REPORT ON THE HOSTING PLATFORM CHANGE The Clerk reported that, without prior warning, the hosting arrangements changed over the weekend of 26-29 June. He explained the background to this and the issues that had led to a rather unplanned migration. The office email system was fully up and running again by 7pm on Monday 29 June, and the website also fully functional by that time. Support was being offered

	to Members to get them fully operational on the new server and it was hoped to achieve that by Friday 10 July.
15.88	TO CONSIDER UPDATE REPORT ON PLAYING FIELD DRAINAGE MATTERS Paper MPC(15)88 previously distributed was received and noted.
15.89	TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES
15.89.01	Burness Parish Rooms Management Committee Paper MPC(15)89.01 submitted by Mr Mike Kennedy and previously distributed, was received and noted.
15.89.02	Deben Estuary Partnership Nothing to report.
15.89.03	Melton Trust Cllr Porter reported on behalf of Mr Tony Thompson. All necessary account filings for 2014 have been made. No new requests for grants have been received. The Trustees are trying to establish strategic partnerships to identify unmet need. They are also looking for a web presence and would like a page on the new MPC website. This request was AGREED .

15.89.04	<p>East Suffolk Rail Partnership Paper MPC(15)89.04 submitted by Mr Geof Butterwick and previously distributed was received and noted. The Clerk advised the meeting that, due to an oversight, the Statutory Annual Meeting of the Council had failed to consider an appointee to be Melton's representative on the South Line Group, which should have been done. It was RESOLVED that Mr G Butterwick represents the Parish Council on the South Line Group until the next annual meeting of the Council in May 2016. <i>Proposed by:</i> Cllr Porter <i>Seconded by:</i> Cllr West</p>
15.89.05	<p>Melton Primary School Cllr Martin reported that she would be attending a meeting at the school the following week to discuss the SATS results. She had attended the school sports day and would also be meeting Mr Tony Thompson at the school to discuss any contribution that the Melton Trust might be able to make.</p>
15.89.06	<p>Melton Messenger There will be no issue in August. Cllr Martin to pass on <i>Melton Messenger</i> contact details to Cllr Brown.</p>
15.89.07	<p>SNT Tasking Group Cllr Taylor reported that he had not attended the meeting of the SNT Community Panel and Tasking Meeting on 1 August as he was attending the Full Council Working Group on the new Village Hall. The SNT meeting had received feedback on the previous quarter's priorities and then agreed priorities for the next quarter as follows:</p> <ol style="list-style-type: none"> 1. To monitor and deal with any issues raised in respect of youths driving their vehicles in the area of Hamblin Road, Woodbridge and any other villages where they gather 2. To patrol rural areas and villages to reduce the opportunity for rural crime 3. To engage with dog owners, clubs and partner agencies, to advise and educate owners regarding their responsibilities.
15.89.08	<p>Sizewell C and EDF Community Forum</p>
	<p>Cllr Porter and Cllr Taylor were both present at the last meeting which otherwise was not well attended.</p>
15.89.09	<p>Suffolk Association of Local Councils Cllr Porter advised the meeting that he had not been able to attend the most recent meeting.</p>
15.90	<p>TO CONSIDER ITEMS FOR THE MELTON MESSENGER It was noted that the deadline for copy for the September issue would be mid-August.</p>
15.91	<p>CHAIRMAN'S URGENT BUSINESS Nothing to report.</p>
	<p>PART TWO - CONFIDENTIAL</p>

	<p>EXEMPT / CONFIDENTIAL ITEM</p> <p>It was RESOLVED that, under Section 100(a)(4) Local Government Act 1972 (as amended), the public be excluded from the meeting for the remaining items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act.</p>
15.94	<p>DATE OF NEXT MEETINGS</p> <p>The next meeting of Full Council will take place on Wednesday 9 September 2015 commencing at 19:00 in the Hall at Melton Primary School.</p> <p>There being no further business the meeting closed at 21:20.</p>