



# MELTON PARISH COUNCIL

Chairman: Councillor GK Butterwick

**MPC(07)M9**

**Minutes** of a meeting of the parish council on Thursday 13<sup>th</sup> September 2007 commencing at 19:00 in The Lindos Centre Main Hall Saddlemakers Lane Melton Woodbridge IP12 1PP.

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Present:

Cllr Mrs BK Abbott  
Cllr Mrs ME Addington  
Cllr Mr PJ Brockett  
Cllr Miss DE Dann  
Cllr Mr AG Dunford [Vice Chairman]  
Cllr Mrs J Eckersley

Cllr Mrs PD Ferguson  
Cllr Mrs EJJ Hilson  
Cllr Miss LS Leonard  
Cllr Mr MW Sherwen  
Cllr Mr KR Tester

In Attendance:

Cllr Mr J Bidwell – District Councillor  
Mr MJ Green – Clerk to the Council

Three members of the public

## THE VICE CHAIRMAN IN THE CHAIR

### 07.130 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE

**07.130.01 Cllr GK Butterwick [Holiday]**

**07.130.02 Cllr NM Bond [SCDC Overview & Scrutiny Committee]**

Council received these apologies and **consented** to the absences.

**07.130.03 Cllr Mrs CE Aitchison – County Councillor**

Council received and noted this apology

### 07.131 TO RECEIVE DECLARATIONS AND ADDITIONS TO REGISTER

There were none

### 07.132 OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS

**It was RESOLVED** to suspend standing orders at 19:05

**07.132.01 Questions from Members of the Public**

Standing Orders 24-37 provides members of the public with the opportunity to ask the Chairman or the Clerk any question concerning the business of the council, provided ten clear days' notice of the question has been given to the person to whom it is addressed, in writing.

No question not connected with business under discussion shall be asked except during the part of the meeting set aside for questions;

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every question shall be put and answered without discussion and the person to whom the question is put may decline to answer.

There were no questions received prior to the meeting under this heading.

**07.132.02 Village Matters/Questions**

The following matters were brought to the attention of the council:

(a) Speed of the traffic through 'The Street'

Concern was expressed about the inappropriate speed of traffic travelling along 'The Street' in relation to the number of parked vehicles. Cllr Dann to follow up the matter with SNT.

(b) The Slaughterhouse Valley Farm Road

A resident of Churchman Close raised concerns about the smell emanating from the current works at the Slaughter House in Valley Farm Road. The environmental officer at SCDC has already been advised. Planning Committee to monitor the development in relation to the planning consent given.

(c) Overgrown Pathways

Concern was expressed regarding the overgrown state of the footpaths in Dock Lane and Wilford Bridge. The meeting was advised that SCC Highways had informed the county councillor that this work would be completed by mid September

(d) Sign at John Grose

The Clerk confirmed that this matter had been raised with SCDC Planning and a response had yet to be received.

(e) Riverside Upholstery – Dock Lane

Concern that work was being carried out on the 'green' outside of the premises. Planning Committee to consider at its next meeting.

(f) Footpaths blocked by Wheeled Bins – Melton Road/Hill

Concern expressed about wheeled bins being left out blocking the footpath on non-collection days. Planning Committee to consider at its next meeting.

(g) Parking on Melton Grange Road

Concern expressed about the difficulty in navigating around parked vehicles when a large gathering was taking place at the new school. Cllr Dann to raise with SNT.

(h) Grit Bin for Hope Crescent

Council was advised that one resident had now offered to house a grit bin on her land and another had agreed to be responsible for the bin. Council was asked to follow up the provision of the bin as requested in the 2006/7 financial year.

(i) Melton Park Boundary

Concern was expressed about the delay in resolving this issue. It was noted that the Chairman was involved in negotiations with

Ufford PC Chairman over the exact wording of a circular letter. Council was asked to move this forward as a matter of some urgency.

(j) Bus Services

Concern was expressed that the last bus from Ipswich was now 10.55 p.m. Transport Representative to raise with appropriate authority.

**07.132.03 County Councillors Report**

Cllr Aitchison has sent her apologies but advised the following progress [date 5<sup>th</sup> September] on items referred to her at the previous meeting:

- Pavement on Melton Road running past the playing field impassable due to overgrowth – SCC to deal with in 2 weeks
- Footpath alongside of Dock lane overgrowth needs cutting back – SCC to action within 2 weeks
- Brambles on footpath 14 Dock Lane to Wilford Bridge retail units – passed to RoW who will check site and carry out any work required
- Accumulation of silt at junction of Jenners Close & Melton Road – to be cleared within 2 weeks [it was noted that this has already been resolved].

**07.132.04 District Councillors Report**

Cllr Bidwell advised council that he had attended a meeting at Walberswick when Suffolk Coasts and Heaths explained that they were looking to fund small projects. Projects that Melton may be able to benefit from funding would be the pond and riverside car park.

**It was RESOLVED** to reinstate standing orders at 19:30

**07.133 TO APPROVE THE MINUTES OF MEETING HELD ON 8TH AUGUST 2007**

Minutes MPC(07)M8 of the meeting held on 8<sup>th</sup> August 2007 previously circulated were received and noted.

**07.133.01 Amendment - 07.122 To adopt the revised allocation of actions delegated to the various committees by the Village Plan Committee**

Line 1 should read '[see item 07.119.03 ....]' not '[see item 07.19.03...]

Proposed that, with this amendment, the minutes be signed by the Chairman as a correct record:

Proposed by: Cllr Addington

Seconded by: Cllr Tester

**It was RESOLVED** that, with this amendment, the Chairman sign the minutes as a correct record.

**07.134 TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND SUB-COMMITTEES**

**07.134.01 Finance & Risk Management 15<sup>th</sup> August 2007**

Minutes FRM(07)M2 previously circulated were received and noted.

The Chairman of the Finance & Risk Management Committee explained the rationale behind the strategy of the FRM. The council has significant reserves but also significant arrears of work which it was proposing to deal with from these reserves. The day to day operation of the council including the routine maintenance of its assets would be from the current years budgeted income.

Proposed that the minutes be received and noted

Proposed by: Cllr Hilson

Seconded by: Cllr Dann

**It was RESOLVED** to receive and note the minutes FRM(07)M2

**Note: The date of the next meeting of the Finance & Risk Management Committee has changed to Wednesday 17<sup>th</sup> October 2007**

**07.134.02 Planning Committee 20<sup>th</sup> August 2007**

Minutes PLA(07)M3 previously circulated were received and noted.

It was noted that the application C07/140/RES would be considered at a meeting of the development sub committee of SCDC on 20<sup>th</sup> September 2007. It was also noted that the issue of the naming of the roads at the former Melton Grange Hotel site was ongoing.

Proposed that the minutes be received and noted

Proposed by: Cllr Brockett

Seconded by: Cllr Ferguson

**It was RESOLVED** to receive and note the minutes PLA(07)M3

**07.135 TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**

**07.135.01 Burness Parish Room Management Committee**

Cllr Ferguson reported that:

- Progress has been made in securing two new clients to fill the vacant morning sessions – one an art group and the other yoga
- A carbon footprint review of the hall had been undertaken by Mr John Bull [an expert on such matters] who had suggested a number of improvements in relation to draught proofing and secondary double glazing
- Following on from last years successful Variety Entertainment Fund-Raiser another is currently being planned.

**07.135.02 Greenprint Environmental Forum**

There had been no recent meeting but it was noted that two meeting are scheduled for 15<sup>th</sup> and 22<sup>nd</sup> October 2007

**07.135.03 Melton Trust**

It was noted that there had been no recent meeting. Cllr Dann to follow up.

**07.135.04 Safer Neighbourhood Team Liaison Group**

Minutes of the meeting held on 25<sup>th</sup> July 2007 MPC(07)P135.04 previously circulated were received and noted

A further meeting had been held in September for which the minutes will be circulated in due course.

Cllr Dann reported that the following items were considered at that meeting:

- People banned from public houses in Woodbridge due to their bad behaviour
- Traffic issues
- Role of the Community Support Officers
- Graffiti
- Use and siting of CCTV Cameras

**07.135.05 Suffolk Association of Local Councils**

Minutes of the meeting held on 14<sup>th</sup> May 2007 MPC(07)P135.05 previously circulated were received and noted

**07.135.06 Suffolk Coastal Rural Communities Development Partnership**

Noted that there had been no recent meeting.

**07.135.07 Transport**

Noted there had been no recent meeting.

Paper MPC(07)P119.07 previously circulated was received and noted.

Proposed that improvement to the bus stops on Woods Lane/Hall Farm Road, Pytches Road, Yarmouth Road and provision of a bus shelter to replace the demolished shelter in Yarmouth Road be taken up with SCC Passenger Transport Section.

Proposed by: Cllr Brockett

Seconded by: Cllr Ferguson

**It was RESOLVED** that improvement to the bus stops on Woods Lane/Hall Farm Road, Pytches Road, Yarmouth Road and provision of a bus shelter to replace the demolished shelter in Yarmouth Road be taken up with SCC Passenger Transport Section.

**07.135.08 Woodbridge & Melton Riverside Action Group**

Noted that there had been no recent meeting.

**07.136 TO CONSIDER ANY MATTERS ARISING FROM CORRESPONDENCE CONTAINED IN THE WEEKLY REPORTS CIRCULATED TO COUNCILLORS**

**07.136.01 Grant Application Melton Primary School**

The Clerk confirmed that a grant application had been received from the Friends of Melton School and that this had been acknowledged on August 16<sup>th</sup>.

**07.137 TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS**

The Clerk confirmed that there had been no progress on outstanding items as

responses were awaited from the recipients.

**07.138 TO RECEIVE AND CONSIDER RESOLUTIONS OR RECOMMENDATIONS IN THE ORDER THAT THEY HAVE BEEN RECEIVED**

None were received

**07.139 TO APPROVE FINANCE & RISK MANAGEMENT COMMITTEE RECOMMENDATIONS FOR EXPENDITURE FROM RESERVES**

**07.139.01 Arrears of Maintenance Work**

- (a) Clearance of drainage ditches
- (b) Replacement of wooden shutters to the front of the pavilion with metal grills
- (c) Exterior painting of pavilion including minor repairs to woodwork and roofing felt £878 plus VAT
- (d) Replacement of locks in pavilion to prevent handles being used as steps
- (e) Interior decoration of pavilion

Concerns were expressed regarding expenditure on the pavilion when the long term plan for the pavilion and playing field had not been agreed. The lack of quotations for work already put in hand was also raised as a concern. Prices would be circulated as soon as they were available.

Councillors were advised that the Recreation Committee would be discussing the long term future of the pavilion and playing field at its meeting on October 1<sup>st</sup>.

Note: Ideas for the long term future for inclusion on the agenda should be sent to the Clerk

Proposed that the arrears of maintenance work be approved and funded from reserves.

Proposed by: Cllr Eckersley

Seconded by: Cllr Ferguson

Voting

For: 9

Against: 1

Abstain: 1

**It was RESOLVED** the arrears of maintenance work be approved and funded from reserves.

**07.139.02 New project work**

- (a) Topographical survey £1,370 plus VAT
- (b) 50% contribution towards tennis court refurbishment £12,500 plus VAT

Proposed that the new project work be approved and funded from reserves.

Proposed by: Cllr Dunford

Seconded by: Cllr Ferguson

Voting

For: 8

Against: 0

Abstain: 3

**It was RESOLVED** the new project work be approved and funded from reserves.

**07.140 APPOINTMENT OF COMMITTEES, SUB-COMMITTEES AND WORKING GROUPS**

**07.140.01 Employment**

(a) To note the resignation from the committee of Cllr Abbott.

Cllr Dann offered to fill the vacancy on the Employment Committee

Proposed by: Cllr Dunford

Seconded by: Cllr Hilson

**It was RESOLVED** that Cllr Dann fills the vacancy on the Employment Committee

**07.141 CHAIRMAN'S URGENT BUSINESS**

There was none.

**07.142 DATES OF NEXT MEETING**

Thursday 11<sup>th</sup> October 2007 19:00 in the Lindos Centre Main Hall

There being no further business the meeting closed at 20.45

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

[Chair]