



MELTON PARISH COUNCIL

Chairman: Councillor GK Butterwick

MPC(8)M1

Minutes of a meeting of the Parish Council on Thursday 10th January 2008 commencing at 19:00 in The Lindos Centre Main Hall Saddlemakers Lane Melton Woodbridge IP12 1PP.

Present:

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

Cllr Mrs J Eckersley
Cllr Mrs PD Ferguson
Cllr Mrs EJG Hilson
Cllr Miss LS Leonard
Cllr Mr MW Sherwen
Cllr Mr KR Tester

The Clerk was pleased to report that the Park Warden had received his new heart pacemaker and was making an excellent recovery.

08.01 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE

08.01.01 Cllr MW Sherwen – Work commitment

08.01.02 Cllr Mr MN Bond – Prior Meeting

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

08.01.03 Cllr Mrs CE Aitchison – Child-Minding Problem

08.01.04 Cllr Mr J Bidwell – Prior Meeting

Council noted these apologies

08.02 TO RECEIVE DECLARATIONS OF INTEREST WITH REGARD TO ITEMS ON THE AGENDA AND ADDITIONS TO THE REGISTER

There were none

08.03 STANDING ORDER 24 - WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC

Noted that there had been no questions received.

08.04 PUBLIC PARTICIPATION SESSION

08.04.01 To receive representations from Councillors who have declared a prejudicial interest under item 08.02

There were none

08.04.02 To receive representations from members of the public in respect of items on the agenda only

There were none

It was RESOLVED to lift standing orders

08.05 OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS

There were no members of the public present.

08.06 TO DISCUSS VILLAGE MATTERS RAISED BY MEMBERS OF THE PUBLIC OR COUNCILLORS

08.06.01 Melton Youth Project

Concern was expressed about the impression given by the title of the youth event 'Graffiti Workshop'. Reassurance was given that this referred to a form of art rather than encouraging young people to paint graffiti on public places

08.06.02 Love Lane Lights

Concern expressed that a School Governor had indicated that he would wish to see lighting along the Love Lane Footpath. It was agreed to ask the school for a copy of their school travel plan to determine whether or not this suggestion needs further consideration.

08.06.03 Woodbridge/Melton Directory

Concern was expressed that the new directory was not being delivered to all homes. Councillors agreed to let the Clerk have a copy to enable representation to be made to the publishers.

08.06.04 Unlit Street Lights

A number of councillors mentioned street lights that were not lit at night. It was agreed that the location, lamp number and authority responsible should be advised to the Clerk who would raise the matter with the appropriate department

08.06.05 Leaf Mulch on Yarmouth Road Footpath

The build-up of leaf mulch on the Yarmouth Road footpath was raised as a potential danger to pedestrians. It was agreed that the Clerk raise the matter with SCC Highways

08.06.06 Dock Lane Road Surface

It was reported that a number of potholes had appeared in the Dock Lane Road Surface – it was agreed that the matter be raised by the Clerk with SCC Highways

08.06.07 Ditch Drainage – Melton Playing Field

It was noted that the water in the ditch near to the sub-station was not draining away through the culvert under Melton Road. It was agreed to raise the matter with SCC Highways.

08.07 TO RECEIVE THE COUNTY COUNCILLORS REPORT

The following from Cllr Aitchison was noted.

'I have been advised that there is a vacant LEA Governor position at Melton Primary School from 22nd February when the existing incumbent finishes her term. I know I have mentioned the LEA Governor role about 6 months ago, but wondered if you would be kind enough to mention and minute again to see if there is anybody who could take on this role.

No councilors were able to volunteer for this role.

08.08 TO RECEIVE THE DISTRICT COUNCILLORS REPORT

Briefing note from Cllr Bond on local government reorganisation in Suffolk, previously circulated was received and noted.

It was agreed that this was an important issue that should be debated when both County and District Councillors were able to be present. The Clerk to arrange this with the County and District Councillors.

It was RESOLVED to reinstate standing orders

08.09 TO APPROVE THE MINUTES OF MEETING HELD ON 13TH DECEMBER 2007

Minutes MPC(07)M12 of the meeting held on 13th December 2007 previously circulated were received and noted

Proposed that the minutes be signed by the Chairman as a correct record:

Proposed by: Cllr Dunford

Seconded by: Cllr Dann

It was RESOLVED that the Chairman sign the minutes as a correct record.

08.10 TO CONSIDER THE BUDGET FOR 2008/9

08.10.01 Precept

The Chairman of the Finance Committee explained that the increase of £10,000 equated to the shortfall in the revenue income and expenditure for the year.

Proposed that Council adopts a Precept of £37,600 for the year 2008/9

Proposed by: Cllr Butterwick

Seconded by: Cllr Dunford

In Favour: 10

Abstain: 1

Against: 0

It was RESOLVED to adopt a Precept of £37,600 for the year 2008/9

08.10.02 Draft Budget

Noted that paper MPC(08)P10.2 will be distributed by January 17th and will be placed on the agenda of the February meeting of the Full Council.

Councillors are asked to address queries to the Clerk by 5th February at the latest.

08.11 TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND SUB-COMMITTEES

08.11.01 Employment Committee 13th December 2007

The Chairman of the Employment Committee reported that Contract shad been redrawn to reflect recent national agreements and that an appraisal process had been agreed.

Proposed that Minutes EMP(07)M2 previously circulated be received

and noted.

Proposed by: Cllr Dann

Seconded by: Cllr Addington

It was RESOLVED to receive and note the minutes

08.11.02 Planning Committee 17th December 2007

Proposed that Minutes PLA(07)M7 previously circulated be received and noted.

Proposed by: Cllr Butterwick

Seconded by: Cllr Eckersley

It was RESOLVED to receive and note the minutes

08.11.03 Finance & Risk Management Committee 19th December 2007

Proposed that Minutes FRM(07)M4 previously circulated be received and noted.

The Clerk advised Council that the interim audit had been carried out on 9th January 2008 and that the report had been very positive. Councillors congratulated the Clerk on the highly professional way in which all council business is now transacted.

Proposed by: Cllr Dunford

Seconded by: Cllr Ferguson

It was RESOLVED to receive and note the minutes

08.11.04 Planning Committee 10th January 2008

The Chairman of the Council advised members that the meeting of the planning committee had preceded the full council and that the minutes would be circulated in due course.

Key matters discussed included:

- 12-14 The Street – planning consent given with some modification to plans for 1 retail unit and 3 flats
- The agreement of SCC Highways to parking was viewed with some concern given the issues with parking in The Street. The Clerk to follow the matter up with SCC Highways.
- A new application for Top O The Hill Pytches Road Melton was considered and no objection found.

08.12 TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

08.12.01 Burness Parish Room Management Committee

It was noted that the next meeting of the Management Committee was to be held on 1st February 2008 and that minutes of that, and all subsequent meetings, would be made available to council in due course..

08.12.02 Greenprint Environmental Forum

No report on activities received but it was noted that a copy of the newsletter was to be found in the correspondence file.

Details of the Greenprint Environmental Forum can be found at
<http://www.suffolkcoastal.gov.uk/yourdistrict/greenissues/greenprint>

08.12.03 Melton Community Youth Project

The meeting was advised that full charitable status had been achieved by the Project and a number of activities were taking place to determine the level of support for the long term project.

Representatives would be attending the Suffolk Coastal Potato event on 18th January.

08.12.04 Melton Trust

It was agreed that the Council Nominated Trustees formally request that a meeting of the trustee body be held as soon as possible.

08.12.05 Safer Neighbourhood Team Liaison Group

It was noted that the December meeting had taken place in Ufford, despite the location of the venue not being clearly identified, but that the minutes had yet to be received.

The next meeting would be held in February.

08.12.06 Suffolk Association of Local Councils

Nothing to report

08.12.07 Suffolk Coastal Rural Communities Development Partnership

Nothing to report

08.12.08 Transport

No written report

08.12.09 Woodbridge & Melton Riverside Action Group

It was noted that this group had not met for some time. It was agreed to follow up this situation with the organisers.

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

There was none

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

08.14.01 07.132.02 (b) Slaughterhouse

The Clerk read a letter from the resident who had raised the issue advising council that it was anticipated that work on the new odour abatement plan would be completed in early 2008 and hopefully this would address the issue. She will continue to press the matter with the environmental Health Officer.

08.14.02 07.187.02 Lighting in Saddlemakers Lane

A quotation for the provision of lighting has been received from SCS Ltd at £4,350. The Clerk to investigate funding options.

08.14.03 07.194.01 SCDC Coastal Potato Event 18th January 2008

Cllr Bond confirmed by email that local schools had not been invited to attend as it was primarily aimed at those providing after school facilities. The Extended Schools co-ordinator had been invited. It was noted that Cllrs Ferguson and Dann would be attending and would report back.

08.14.04 07.195.03 YMCA

Noted that a team of young people have carried out ditch clearance in the playing field. A letter of thanks had been sent to the organisers.

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

There were none

08.16 TO CONSIDER THE RESULTS OF THE MELTON PARK BOUNDARY CONSULTATION

Noted that the Chairman and Clerk are to meet with the Chairman and Clerk of Ufford Parish Council on 23rd January 2008 to review the results of the survey and what action might be appropriate.

08.17 TO APPOINT A MEMBER TO THE VACANCY ON THE EMPLOYMENT COMMITTEE AND DISCIPLINARY PANEL

Noted the need to replace Cllr Bond as a member of this committee.

A nomination was received from Cllr Eckersley

Proposed that Cllr Eckersley be appointed to fill the vacancy on the Employment Committee

Proposed by: Cllr Butterwick

Seconded by: Cllr Dunford

It was RESOLVED that Cllr Eckersley be appointed to the Employment Committee.

Committee membership is now: Cllrs Dann [Chairman], Brockett and Eckersley

Disciplinary panel is now: Cllrs Dann [Chairman] Butterwick and Eckersley

Appeals panel is now: Cllrs Dunford [Chairman], Abbott and Tester

08.18 CHAIRMAN'S URGENT BUSINESS

The Chairman reported that there would be a meeting of the Woodbridge Town Council on 15th January 2008 at 7.00 p.m. in the Shire Hall which would be addressed by the district council's Emergency Plans Officer. All councillors are extended a warm welcome to attend.

08.19 DATES OF NEXT MEETING

08.19.01 Ordinary Meeting

Thursday 14th February 2008 at 19:00 in the Lindos Centre Main Hall

Noted that District Cllr Savage will be attending this meeting to discuss engaging young people in the work of the council

There being no further business the meeting closed at 21:10

Signed: _____ Date: _____

[Chairman]