



MELTON PARISH COUNCIL

Chairman: Councillor GK Butterwick

MPC(08)M2

Minutes of a meeting of the Parish Council on Thursday 14th February 2008 commencing at 19:00 in The Lindos Centre Main Hall Saddlemakers Lane Melton Woodbridge IP12 1PP.

Present:

Cllr Mrs BK Abbott
Cllr MN Bond [from 20:45]
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 KR Tester

In attendance:

Cllr CE Aitchison [until 19:50]
Cllr Mrs D Savage [until 19:45]

Mr A Stewart [until 19:45]
Mr H Stewart [until 19:45]
The Revd Hatchett [until 20:30]
Ms Christine Cone [until 20:30]
Mr MJ Green

County Councillor
District Council - Portfolio Holder for
Young People
Suffolk Coastal Teen Voices
Suffolk Coastal Teen Voices
Melton Community Youth Project
Melton Community Youth Project
Clerk to the Parish Council

The meeting stood for one minutes silence in memory of Penny Warburg, previous Chair of Melton Parish Council, who had died recently.

08.20 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE

08.20.01 Cllr ME Addington - Holiday

08.20.02 Cllr MN Bond – Attending SORR Public Meeting [Arrived at 20:45]

08.20.03 Cllr MW Sherwen – Work Commitment

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

08.20.04 Cllr J Bidwell – Out of the UK

Council noted this apology

It was **RESOLVED** to lift standing orders

08.21 TO RECEIVE A PRESENTATION FROM DISTRICT CLLR SAVAGE PORTFOLIO HOLDER FOR CUSTOMERS & PARTNERS

The Chairman warmly welcomed Cllr Savage, Alex Stewart and Harry Stewart both from Suffolk Coastal Teen Voices, to the meeting.

Cllr Savage introduced the subject of Youth Forums and highlighted the following key points:

- Funding had been made available from meeting the LAA Targets to the Suffolk Coastal LSP Board and had been able to employ a youth co-ordinator for the past 18 months
- The District Council had recognised the need for a body of young people with who it could engage to obtain their views about service provision and others matters that affect them and their lives
- The Suffolk Coastal Teen Voices [SCTV] was formed and is represented by young people from across the district, the groups was successful in obtaining funding from the Youth Opportunity Fund which enabled it to operate by providing transport for representatives to attend meetings and providing refreshments etc.
- SCTV is now 12 months old meeting usually at the district council offices [its free] and representatives of the service providers [e.g. police, transport] attend regularly
- SCTV have produced a DVD about anti-social behaviour and has had great success with the Generation Jigsaw media project. The project involved going around the district asking the young, and the not-so-young four challenging questions about the perceived difference and perceptions of younger/older people about each other
- SCTV has been involved with the youth opportunity fund scheme and has given money to man projects across the district. These are grants for young people decided on their merit by young people
- Alex and Harry are members of the Felixstowe Youth Forum which has representatives from each of the schools in Felixstowe, Level2 Youth Club and three Felixstowe Town Councillors. The Town Clerk assists with chairing the meetings sitting alongside whoever is in the chair – the role of chair is passed around to all schools in turn. The representatives bring with them issues from their school councils and also discuss matters in the town that they are curious of and is an ideal way of getting over their views. The meetings are held at 3.45 p.m. with a limit of 5.00 p.m. so as to include the primary school representatives
- One major event that was held recently was 'Regenerate' – a joint project with young and old that culminated in a Fashion/Recycling show with a local charity shop providing the clothes
- Details of all the SCTV work can be found on their own website at www.sctv.org.uk

In response to questions from councillors, Cllr Savage confirmed that:

- Schools should now have a functioning School Council which would probably be the best initial point of contact should the Parish Council wish to facilitate the setting up of a Melton Youth Forum
- Bids for significant funding from the Governments Youth Opportunities Fund were now open – bids were best made by Youth Forums

The Rector advised councillors of the role of Melton Primary School Council in encouraging greater awareness of environmental issues by the wider community.

The Chairman expressed the very warm thanks of all the council to Cllr Savage, Alex and Harry for their professional and informative presentation. He also expressed the wish that Melton might take up the offer to meet with them at a future date to move forward the idea of a Melton Youth Forum.

Cllr Savage, Alex and Harry left the meeting at 19:45

It was RESOLVED to reinstate standing orders

It the subsequent discussion it was agreed that the Parish Council should investigate the possibility of setting up a Youth Forum for Melton. Cllrs Eckersley and Ferguson expressed an interest in moving this item forward and agreed to report back to the April meeting on their investigations.

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

There were none

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

There were no questions received.

08.24 PUBLIC PARTICIPATION SESSION

08.24.01 To receive representations from Councillors who have declared a prejudicial interest under item 08.22

There were none

08.24.02 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

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

There were no matters raised

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

There were no matters raised

08.27 TO RECEIVE THE COUNTY COUNCILLORS REPORT

08.27.01 Waste incinerator at Great Blakenham

It was reported that the proposed waste incinerator at Great Blakenham would be subject to widespread consultation with a likely commissioning date of end 2014. The Waste Core Strategy would be submitted to government in 2009 with a decision on the exact location and preferred bidder for the incinerator being made in 2011

08.27.02 SCC Budget

The proposed council tax increase for 2008/9 has been recommended by cabinet at 3.75% [2007/8 = 4.5%]. The full council would decide week commencing 18th February 2008.

08.27.03 Boundary Committee Review

The boundary committee review terms of reference for options for unitary councils in Norfolk and Suffolk had now been agreed with all previous

options being reconsidered as the whole process had re-started with an anticipated reporting back at the end of 2008. In the meanwhile it is 'business as usual' until the results of the review are agreed.

Cllr Aitchison left the meeting at 19:50

08.28 TO RECEIVE THE DISTRICT COUNCILLORS REPORT

In the absence of both district councillors there was nothing to report

Item 08.33.03 was taken at this point – see minute 08.33.03 for details

The Rector and Ms Cone left the meeting at 20.30

It was RESOLVED to reinstate standing orders

08.29 TO ADOPT THE BUDGET FOR 2008/9

08.29.01 Budget

Papers MPC(08)P29.01, MPC(08)P29.02 and MPC(08)P29.03 previously circulated were received and noted

A paper from Cllr Bond objecting to the budget had been previously circulated separately.

The following points emerged in the ensuing debate:

- (a) The precept of £37,600 had been agreed by Full Council on 10th January 2008 [minute 08.10.01]
- (b) The budget cannot change the level of precept
- (c) The proposed budget would reduce the general and contingency reserves to an estimated £16k by March 2009
- (d) The agreed resolution to refurbish the tennis courts would require £12,500 from reserves, £2,000 capital grant from SCDC and £10,500 by way of a loan from the Public Works Loan Board
- (e) The £10k increase in precept was to provide for the council administration and proper maintenance of the council's assets on Melton Playing Field
- (f) Council should not be borrowing to fund projects when it still had reserves
- (g) Income from tennis court hire reached £1,000 five years ago, it is not unreasonable to assume that charges for using the refurbished courts would cover the £1,563 per annum cost of the proposed loan
- (h) Council should revisit the decisions to refurbish the tennis courts and to make a provision of £10k towards the cost of the Melton Station Car Park
- (i) Standing Order 36 provides for the rescission of previous resolutions but only after a six month period except by special resolution

Proposed that the budget contained in the papers MPC(08)P29.01, 29.02 and 29.03 be adopted for the year 2008/9

Proposed by: Cllr Dunford

Seconded by: Cllr Eckersley

Voting:

For: 9

Against: 1

Abstaining: 1

It was RESOLVED to adopt the budget contained in papers MPC(08)P29.01, 29.02 and 29.03 for the year 2008/9

08.30 TO APPROVE THE APPLICATION TO DCLG TO BORROW MONEY

Paper MPC(08)P30 previously circulated were received and noted

Proposed that the Council agrees to apply for approval to borrow money in respect of the loan for the tennis court refurbishment.

Proposed by: Cllr Dunford

Seconded by: Cllr Butterwick

Voting:

For: 7

Against: 2

Abstaining: 2

It was RESOLVED that the Council agrees to apply for approval to borrow money in respect of the loan for the tennis court refurbishment

08.31 TO APPROVE THE MINUTES OF MEETING HELD ON 10TH JANUARY 2008

08.31.01 In Attendance

Remove Cllr Sherwen who had tendered his apology for the meeting

Proposed that, with this one amendment, minutes MPC(08)M1 of the meeting held on 10th January 2008 previously circulated were received, noted and signed as a correct record by the Chairman.

Proposed by: Cllr Butterwick

Seconded by: Cllr Dunford

It was RESOLVED that minutes MPC(08)M1 of the meeting held on 10th January 2008 previously circulated were received, noted and signed as a correct record by the Chairman.

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

08.32.01 Planning Committee 10th January 2008

Proposed that minutes PLA(08)M1 previously circulated were received and noted.

Proposed by: Cllr Dunford

Seconded by: Cllr Dann

It was RESOLVED that minutes PLA(08)M1 be received and noted

08.32.02 Planning Committee 28th January 2008

Proposed that minutes PLA(08)M2 previously circulated were received and noted.

Proposed by: Cllr Dunford

Seconded by: Cllr Ferguson

It was RESOLVED that minutes PLA(08)M1 be received and noted

08.32.03 Village Plan Committee 21st January 2008

Proposed that minutes VPL(08)M1 previously circulated were received and noted.

Proposed by: Cllr Abbott

Seconded by: Cllr Ferguson

It was RESOLVED that minutes VPL(08)M1 be received and noted

08.32.04 Recreation Committee 4th February 2008

Proposed that minutes REC(08)M1 previously circulated were received and noted.

The Clerk advised council that the hire agreement for the use of the playing field by Melton Cancer Car Boot Sales had been signed on 14th February 2008. He also advised that he was meeting with Woodbridge Town Youth Football Club on 12th March 2008 to agree the hire agreement with them for the use of the football pitches.

Proposed by: Cllr Ferguson

Seconded by: Cllr Dunford

It was RESOLVED that minutes REC(08)M1 be received and noted

08.33 TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

08.33.01 Burness Parish Room Management Committee

Copy of the minutes of a meeting of the Burness Management Committee held on 7th December 2007 together with a copy of the Burness Parish Room Newsletter previously circulated were received and noted.

08.33.02 Greenprint Environmental Forum

Nothing to report

08.33.03 Melton Community Youth Project

This item was dealt with out of order following item 08.28 whilst standing orders were suspended.

The Rector tabled a paper setting out the current situation regarding the project. In summary the paper outlined:

- Three events funded in part by a grant from the Local Network Fund had been arranged in conjunction with Just42 Youth Workers
- All three events were held at the Burness Room with over 20 young peoples attending
- MCYP presently has 4 Trustees [3 from Melton & 1 from Ufford] and is affiliated to Young Suffolk, SAFE, and SAVO and operates according to Suffolk Compact principles. Insurance is in place until March 2009 and two places on Child Safeguarding training are paid for

- MCYP is working in conjunction with Just42 and St Andrew's Church and is looking for other like minded groups to co-operate with
- The pilot project affirms the initial idea of having a youth facility in Melton
- Currently MCYP and Just42 are exploring the idea of a formal partnership with the objective of finding suitable premises and funding for both premises and a youth worker
- The Rector enquired whether the Parish Council would consider becoming part of the formal partnership

Cllr Eckersley expressed an interest in representing the council and the Rector agreed to invite her to attend the meeting when it is arranged.

The Chairman thanked the Rector for his update.

The meeting returned to agenda item 08.28

08.33.04 Melton Trust

Council was advised that a meeting of the trustees had been arranged for 25th February 2008 commencing at 7.00 p.m. at The Rectory.

Cllr Tester tendered his resignation as a trustee due to work commitments. The Chairman thanked Cllr Tester for his previous commitment to the Trust.

Cllr Bocket offered to stand as a nominee of the Parish Council on the Trust.

Proposed that Cllr Bocket be appointed a nominee of the Parish Council on Melton Trust:

Proposed by: Cllr Dunford

Seconded by: Cllr Butterwick

It was RESOLVED that Cllr Bocket be appointed a nominee of the Parish Council on Melton Trust.

08.33.05 Safer Neighbourhood Team Liaison Group

Paper MPC(08)P33.05 – minutes of meeting held on 12th December 2007 previously circulated was received and noted

Cllr Dann commented on the latest meeting of the SNT in 13th February 2008:

- (a) Crime figures are by ward and therefore cannot be split between Melton and Ufford which are both in the same ward
- (b) Woodbridge Town Council were renting a mobile CCTV camera
- (c) Inconsiderate parking on the corner of Turnpike Land and Melton Road was being monitored
- (d) Crime figures for the last month were down from 29 to 23

The Clerk reported on a letter that he had received on 14th February from Bromeswell Parish Council seeking collaboration in the purchase of a speed gun/camera for volunteers to record details of speeding drivers. It was agreed that the Clerk should follow this matter up with Bromeswell PC but with no commitment at this stage.

08.33.06 Suffolk Association of Local Councils

Nothing to report

08.33.07 Suffolk Coastal Rural Communities Development Partnership

Nothing to report

08.33.08 Transport

Nothing to report

08.33.09 Woodbridge & Melton Riverside Action Group

Nothing to report

08.34 TO CONSIDER THE REQUEST TO CHANGE THE START TIME OF COUNCIL MEETINGS TO 19:30

The Lindos Centre had requested that council meeting commence at 19:30 rather than 19:00 to allow another hiring to take place ending at 19:00.

Council debated this matter fully but agreed that they wished to keep the meeting start time at 19:00 in order to prevent late night finishing times.

08.35 TO APPOINT HEELIS AND LODGE AS INTERNAL AUDITORS FOR THE FINANCIAL YEAR ENDED 31ST MARCH 2009

Heelis & Lodge were appointed as internal auditors to Melton Parish Council for the two financial years 2006/7 and 2007/8.

Proposed that Heelis & Lodge be appointed as Internal Auditors for the financial year ended 31st March 2009

Proposed by: Cllr Dunford

Seconded by: Cllr Butterwick

It was RESOLVED that Heelis & Lodge be appointed as Internal Auditors for the financial year ended 31st March 2009

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

08.36.01 Disability Advice Service

A letter had been received seeking financial support – agreed that this should be considered by the Finance Committee on 20th February 2008.

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

Nothing to report

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

There were none

08.39 TO CONSIDER THE RESULTS OF THE MELTON PARK BOUNDARY CONSULTATION

The Chairman of the Council reported that:

- The Chairmen and Clerks of Melton and Ufford PCs had met on 7th February and agreed the figures

- The questionnaire contained open ended questions that made it more difficult to come to an easy conclusion
- 29 Questionnaires had been returned out of 58
- 16 in favour of changing the boundary to Melton
- 7 in favour of staying in Ufford
- 6 with no preference
- The Boundary Committee are to be requested for advice on whether or not the results are sufficient enough to ask the District Council to undertake a boundary review

08.40 CHAIRMAN'S URGENT BUSINESS

Cllr Tester regrettably tendered his resignation as a councillor with immediate effect due to the pressures of his own business and not being able to devote the time necessary to fulfil his role as councillor as he would wish.

The Chairman expressed his sadness at the decision but fully appreciated the situation that Cllr Tester found himself in and warmly thanked Cllr Tester for all his hard work adding that he will be missed greatly by all his fellow councillors.

Councillors referred to his thoughtful approach to the many issues that council had faced and the wisdom that he brought to the decision making processes and wished him well for the future.

The Clerk agreed to put the appropriate process in place to find a replacement councillor.

08.41 DATE OF NEXT MEETING

Thursday 13th March 2008 at 19:00 in the Lindos Centre Main Hall

There being no further business the meeting closed at 21:45

Signed: _____ Date: _____

[Chairman]