



MELTON PARISH COUNCIL

Chairman: Councillor GK Butterwick

MPC(08)M5

Minutes of a meeting of the Parish Council on Thursday 8th May 2008 commencing at 19:00 in The Lindos Centre Main Hall Saddlemakers Lane Melton Woodbridge IP12 1PP.

Present:

Cllr Mrs BK Abbott
Cllr Mr MN Bond [Part]
Cllr Mr PJ Brockett
Cllr Mr GK Butterwick [Chairman]
Cllr Miss DE Dann

Cllr Mr AG Dunford [Vice Chairman]
Cllr Mrs J Eckersley [Part]
Cllr Mrs EJG Hilson
Cllr Miss LS Leonard
Cllr Miss KS Martin

In attendance:

Cllr Mr J Bidwell
Mr C Daws
Mr B Emerson
Mr J Pattle
96 members of the Public
Mr MJ Green

District Councillor [to item 08.90]
Poole & Pattle
Riduna Holdings Ltd
Poole & Pattle

Clerk to the Parish Council

08.83 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE

08.83.01 Cllr Mrs ME Addington – Prior Engagement

08.83.02 Cllr Mrs PD Ferguson - Holiday

08.83.03 Cllr Mr MW Sherwen – Holiday

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

08.83.04 Cllrs Bond & Eckersley

Councillors noted that, due to attending a simultaneous meeting of the District Council, Cllr Bond would arrive late and have to leave early. Councillors also noted that, due to a prior engagement, Cllr Eckersley would arrive late.

08.83.05 Cllr Mrs CE Aitchison – Prior Engagement

Council noted this apology

08.84 ELECTION OF THE CHAIRMAN OF THE COUNCIL

Proposed that Cllr Butterwick be re-elected as Chairman of the Parish Council.

Proposed by: Cllr Abbott

Seconded by: Cllr Dunford

It was RESOLVED that Cllr Butterwick be re-elected as Chairman of the Parish Council.

Council wished to record their warm thanks to Cllr Butterwick for all his hard work and inspired leadership during the last 12 months.

08.85 TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE IF NECESSARY

Noted that this was unnecessary as a copy is already on file.

08.86 TO RECEIVE REGISTER OF MEMBERS' INTEREST FROM THE CO-OPTED COUNCILLOR

To note that this was received by the Clerk on 16th April 2008.

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

There were none.

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

To note that there have been no questions received.

08.89 PUBLIC PARTICIPATION SESSION

08.89.01 To receive representations from Councillors who have declared a prejudicial interest under item 08.86

There were no representations.

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

There were no representations.

It was RESOLVED to lift standing orders.

The Chairman warmly welcomed members of the public to the meeting and introduced representatives of Redwald Business Park.

08.90 PRESENTATION BY MR JOHN PATTLE [ARCHITECT] AND MR CHRIS DAWS [CONSULTANT] OF REDWALD BUSINESS PARK

The followings points were made by the speakers:

- Riduna Holdings own the whole site
- The scheme is designed to provide for a business community on the site
- In the main it would be aimed at small/start-up businesses
- Flexibility on the use of floor space was the key
- The site covers approximately 5 acres
- The developer considers that Avocet House is an 'eyesore' and as such the Redwald Park would set out to redress that by providing an attractive design
- The site would consist of a number of terraces containing a mixture of 1, 2, 3 and 4 storey buildings
- Anticipate that it would take 5-10 years to become fully occupied
- Market research has established the demand for such a development
- Aim to develop a village community of businesses on the site

- MLM Consulting Engineers has undertaken a traffic impact investigation using national statistics and computer modelling
- There would be no loss of public footpaths
- Girdlestones was originally a heavy metal engineering site and the site is zoned for B1 usage that is compatible with residential usage
- Users of the restaurant would park in one of the many parking bays on the site

The Redwald team then received comments from the meeting. These included:

- Grave concern over the impact of the additional traffic on narrow village roads and the station crossing
- Size of development is not in keeping with the village nature of Melton
- Design of the park is for the business user and not for the residential nature of Melton Village
- Empty business units are already available in Melton
- Building in a flood risk area could potentially cause major flooding for Melton
- Loss of green areas will have a detrimental impact on the visual aspects of the village
- Girdlestone had 150 car parking spaces the proposal is for 450 – in 2001 a planning application was refused as 52 car spaces was considered too great
- Development is out of proportion to the village needs

A representative of Mullins & Dowse [Architects] addressed the meeting to set out their current client [CEL] needs to develop their site in conjunction with Riduna. Discussions were commencing with a view to developing the joint site together with the Station and Wilford Bridge Road for a mixed usage that would be more in keeping with the village community.

Cllr Bond arrived during the course of the presentation.

The Chairman summed up the feeling of the meeting as follows:

- The meeting was united in its opposition to the development
- The issues concerning residents were:
 - Traffic
 - Visual Impact
 - Density and Design
 - Flood risk and drainage
 - Employment prospects
 - Noise

Melton Parish Council Planning Committee meets on 19th May 2008 at 7.00 p.m. in Melton Primary School to agree its response to the proposal. A draft response will be prepared for consideration at the meeting. Residents are welcome to attend to raise any further issues or concerns and to comment to their councillors on the proposed response.

Cllr Bond had to leave at this point

The Chairman warmly thanked the representatives of Redwald Business Park for their presentation and for being so willing to respond to the questions and concerns of residents.

In response they thanked the residents for their comments and assured them that they would include them in their deliberations with the Planning Officer, SCC Highways and the Development Sub-Committee.

Members of the public left the meeting at this point.

Cllr Bidwell left the meeting at this point.

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

There were no members of the public present

Cllr Eckersley arrived at this point.

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

There were no members of the public present

The following matters were raised by Councillors:

- Dog waste bins previously at the Station, Riverside Amenity Area and Dock Lane just before the level crossing had disappeared
- Worsening condition of Beresford Road Footpath by the Bredfield Gardens Development
- Proliferation of 'A' boards outside local shops on footpath
- Lack of adequate signage for zebra crossing in Pytches Road

08.93 TO RECEIVE THE COUNTY COUNCILLORS REPORT

The following was reported on behalf of the County Councillor:

- The poor state of the pavements on Hall Farm Road and Hall Farm Close. I have been told that the pavements on the front part of Hall Farm Road, the section with the circulatory road, were reconstructed just a few years ago, and at present there are no plans unfortunately to continue the programme into the rear part of the development. Someone from highways though will check the site to ensure that nothing poses a safety risk.
- Dock Lane has a dip in the road, half way down, at the position of the man-hole cover. Dock lane is actually on the highways resurfacing programme for this year and as part of the process, it will be patched up prior to dressing. The site was actually marked up today for the patching.

08.94 TO RECEIVE THE DISTRICT COUNCILLORS REPORT

There was no report

It was RESOLVED to reinstate standing orders

08.95 TO APPROVE THE MINUTES OF MEETING HELD ON 10TH APRIL 2008

Minutes MPC(08)M4 of the meeting held on 10th April 2008 previously circulated

Proposed that minutes MPC(08)M4 of the meeting held on 10th April 2008 previously circulated be 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)M4 of the meeting held on 10th April 2008 previously circulated be received, noted and signed as a correct record by the Chairman

08.96 ELECTION OF THE VICE CHAIRMAN

Nominations are invited for the position of Vice Chairman of the Parish Council

Nomination received from Cllr Brockett

Proposed that Cllr be elected Vice Chairman of the Council

Proposed by: Cllr Dann

Seconded by: Cllr Eckersley

It was **RESOLVED** that Cllr Brockett be elected Vice Chairman of the Council

Cllr Brockett was thanked for agreeing to take on this role. The Chairman also thanked Cllr Dunford for his commitment to the post during the last 12 months.

08.97 APPOINTMENT OF COMMITTEES, SUB-COMMITTEES AND WORKING GROUPS

To note that either the Chairman or the Vice Chairman is ex-officio members of all committees, sub-committees and working groups.

08.97.01 Employment

Cllr Brockett [Ex-officio member]

Cllr Dann

Cllr Dunford

Cllr Eckersley

Cllr Leonard

(a) Disciplinary Panel

Cllr Brockett

Cllr Dunford

Cllr Eckersley

(b) Appeals Panel

Cllr Dann [Representative of the Employment Committee]

Cllr Abbott [Representative of the Council]

Cllr Martin [Representative of the Council]

08.97.02 Finance and Risk Assessment

Cllr Abbott

Cllr Butterwick [Ex-officio member]

Cllr Dunford

Cllr Martin

There remains one vacancy

08.97.03 Planning

Cllr Addington
Cllr Brockett [Ex-officio member]
Cllr Eckersley
Cllr Hilson
Cllr Sherwen

08.97.04 Recreation

Cllr Butterwick [Ex-officio member]
Cllr Dann
Cllr Hilson
Cllr Ferguson
Cllr Martin

08.98 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

08.98.01 Burness Parish Room Management Committee [2]

Cllr Dunford
Cllr Ferguson

08.98.02 Greenprint Environmental Forum [1]

Cllr Sherwen

08.98.03 Melton Community Youth Project [1]

Cllr Ferguson

08.98.04 Melton Trust [2]

Noted that Cllr Brockett and Cllr Dann were appointed until the end of the current period of office of the council [May 2011]

08.98.05 Melton Youth Forum [2]

Cllr Eckersley
There remains one vacancy.

It was agreed to remove this from the 'Outside Bodies' section to a standalone 'task and finish' project for a working group.

08.98.06 Safer Neighbourhood Team Liaison Group [1]

Cllr Dann

08.98.07 Suffolk Association of Local Councils [1]

Cllr Brockett

08.98.08 Suffolk Coastal Rural Communities Development Partnership [1]

Defunct – agreed to remove

08.98.09 Transport [1]

Cllr Butterwick

08.98.10 Woodbridge & Melton Riverside Action Group [2]

Cllr Brockett

Cllr Sherwen

08.99 TO CONSIDER THE PAYMENT OF ANY SUBSCRIPTIONS FALLING TO BE PAID ANNUALLY

08.99.01 Society of Local Council Clerks [£113]

08.99.02 Suffolk ACRE [£25]

08.99.03 Suffolk Association of Local Councils [£868]

08.99.04 Suffolk Preservation Society [£20]

08.99.05 Woodbridge & Melton Riverside Action Group [£10]

Proposed that the subscriptions above be approved.

Proposed by: Cllr Butterwick

Seconded by: Cllr Dunford

It was RESOLVED that the subscriptions above be approved.

08.100 TO INSPECT ANY DEEDS AND TRUST INVESTMENTS IN THE CUSTODY OF THE COUNCIL

Noted that the following documents were available for inspection [originals at Margery & Miller – Solicitors]

- Burkes Wood conveyance dated 31/07/1954
- Melton Playing Field Conveyance dated 13/01/1956
- Deed of Gift of land in The Street Melton for the erection of a bus shelter dated 01/12/1962
- Lease of a piece of land at Melton Road Melton to The Eastern Electricity Board [now EDF] for use as an electricity sub-station dated 15/07/1966
- Licence for SCDC relating to land in The Street Melton for the locating of the village sign and seat dated 28/03/1998
- Licence from SCDC for the use of land adjacent to Bredfield Road Melton for the erection and maintenance of a bus shelter dated 18/09/2000

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

08.101.01 Finance & Risk Management Committee 16th April 2008

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

Proposed by: Cllr Dunford

Seconded by: Cllr Dann

It was RESOLVED that minutes PLA(08)M5 be received and noted

08.101.02 Planning Committee 21st April 2008

Proposed that minutes PLA(08)M6 previously circulated were received and noted.

Proposed by: Cllr Butterwick

Seconded by: Cllr Hilson

It was RESOLVED that minutes PLA(08)M5 be received and noted

It was noted that item 08.70.05 [d] should be 19th May [not 21st] and that 08.73.02 should exclude 'Spur'. These amendments will be made at the next Planning Meeting.

08.101.03 Recreation Committee 28th April 2008

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

Proposed by: Cllr Butterwick

Seconded by: Cllr Dunford

It was RESOLVED that minutes REC(08)M2 be received and noted

08.102 TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

08.102.01 Burness Parish Room Management Committee

Minutes MPC(08)P101.01 of the meeting held on 29th March 2008 previously circulated were received and noted. Noted that ye AGM will be on 28th May 2008 at 7.00 p.m. and is open to residents and users of the room.

08.102.02 Greenprint Environmental Forum

No report.

08.102.03 Melton Community Youth Project

No report.

08.102.04 Melton Trust

Meeting held on 28th April 2008 and the next meeting scheduled for 6th October 2008. Cllrs Brockett & Dann to report more fully at the next council meeting.

08.102.05 Melton Youth Forum

Nothing to report.

08.102.06 Safer Neighbourhood Team Liaison Group

Report on the meeting held 15th April 2008 will be made at the next council meeting.

08.102.07 Suffolk Association of Local Councils

No report.

08.102.08 Suffolk Coastal Rural Communities Development Partnership

Agreed that this item now defunct and should be removed from future agendas.

08.102.09 Transport

No report.

08.102.10 Woodbridge & Melton Riverside Action Group

No report.

Cllr Bond returned at this point.

08.103 TO ADOPT THE ANNUAL ACCOUNTS DOCUMENTS AS RECOMMENDED BY THE FINANCE & RISK MANAGEMENT COMMITTEE

08.103.01 Annual Report FRM(08)P25.01

08.103.02 Annual Governance Statement FRM(08)P25.02

08.103.03 Balance Reconciliation FRM(08)P25.03

08.103.04 Variances Report FRM(08)P25.04

08.103.05 Bank Reconciliation FRM(08)P25.05

08.103.06 Asset Register FRM(08)P25.06

Copies of all the above previously circulated were received and noted.

Proposed that the annual accounts comprising the above documents are adopted.

Proposed by: Cllr Dunford

Seconded by: Cllr Brockett

It was RESOLVED that the annual accounts comprising the above documents are adopted.

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

Cllr Brockett reported on the Town and Parish Liaison Meeting held on 21st April 2008. Various concepts have been put to the Boundary Committee regarding the future structure of local government. He expressed concern that the minutes did not accurately reflect the feeling of the meeting. The public consultation will be held between July and September 2008.

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

Nothing to report.

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

Noted that no resolutions have been received.

08.107 TO CONSIDER SETTING UP A WORKING GROUP TO PREPARE A RESPONSE TO THE LOCAL GOVERNMENT REVIEW

Following consideration of Paper MPC(08)P82 at the April meeting, proposed that a working group be formed to prepare a response to the Local Government Review.

Proposed by: Cllr Butterwick

Seconded by: Cllr Eckersley

It was RESOLVED that a working group be formed to prepare a response to the Local Government Review.

The following Councillors agreed to become members of the working group:

Cllr Brockett

Cllr Butterwick

Cllr Dann

08.108 TO ADOPT THE CHANGES TO THE FINANCIAL REGULATIONS AS RECOMMENDED BY THE FINANCE & RISK MANAGEMENT COMMITTEE

Amendments to the Financial Regulations previously distributed as paper FRM(08)P32. This changes the requirement for the reporting of the statement of receipts and payments to be at least four times per year rather than bi-monthly. This is to coincide with meetings of the Finance & Risk Management Committee.

Proposed that Council adopt the changes to the Financial Regulations recommended by the Finance & Risk Management Committee.

Proposed by: Cllr Dunford

Seconded by: Cllr Abbott

It was RESOLVED to adopt the changes to the Financial Regulations recommended by the Finance & Risk Management Committee.

08.109 CHAIRMAN'S URGENT BUSINESS

The next step in the consideration of the proposed Redwald Business Park was discussed by council and proposals included in minute 08.90.

08.110 DATE OF NEXT MEETINGS

Thursday 12th June 2008 in the Lindos Centre Main Hall commencing at 19:00

There being no further business the meeting closed at 22:05.

Signed: _____ Date: _____

[Chairman]