



MELTON PARISH COUNCIL



Chairman: Councillor GK Butterwick

MPC(08)M9

Minutes of a meeting of the parish council on Thursday 11th September 2008 commencing at 19:00. in the Lindos Centre Main Hall Saddlemakers Lane Melton IP12 1PP.

Present:

Cllr Mrs BK Abbott
Cllr Mrs ME Addington
Cllr Mr GK Butterwick [Chairman]
Cllr Mr PJ Brockett
Cllr Miss DE Dann
Cllr Mrs JE Eckersley

Cllr Mr AG Dunford
Cllr Mrs PD Ferguson
Cllr EJJ Hilson
Cllr Miss KS Martin
Cllr Mr MW Sherwen

In Attendance:

Cllr Mr J Bidwell [District Councillor] – until 19:55
Mr C Fortmann - until 19:55
Mr M Whitaker - until 19:55
Mr MJ Green [Clerk]

08.168 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE

08.168.01 Cllr Mr MN Bond – Attending SCDC Corporate Services Scrutiny Committee Meeting

Council considered whether or not to consent to this apology.

08.168.02 Cllr Miss LS Leonard – Holiday

Council considered whether or not to consent to this apology.

Proposed that Council receive these apologies and consent to the absence.

Proposed by: Cllr Butterwick

Seconded by: Cllr Dann

It was RESOLVED that Council receive these apologies and consent to the absences.

08.168.03 Cllr Mrs CE Aitchison [County Councillor] – Prior engagement

Council received and noted this apology.

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

There were no declarations of interest from Councillors

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

Noted that there were no questions received.

08.171 PUBLIC PARTICIPATION SESSION

08.171.01 To receive representations from Councillors who have declared a prejudicial interest under item 08.169

There were no representations from Councillors.

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

There were no representations from members of the public.

It was **RESOLVED** to lift standing orders.

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

There were no matters raised by members of the public present at the meeting.

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

08.173.01 Community Rail Award

Cllr Dann advised the meeting that Melton had received a 'highly commended' award for the Station. It was reported that the 'flower tubs' on the station are maintained by Mr & Mrs Doug Begbie. It was agreed that the Clerk write to thank them for all their hard work and to congratulate them on the award.

08.173.02 Tree Preservation Order

The Chairman reported that a resident had reported to him that following a complaint about the state of an oak tree bordering her property in Hall Farm Road a TPO had been applied for by SCDC. There is now a dispute over who owns the tree – Clerk to follow up with SCDC legal.

08.174 TO RECEIVE THE COUNTY COUNCILLORS REPORT

Copy of the County Councillors report previously circulated as paper MPC(08)P174 was received and noted.

The following items were covered in the report:

08.174.01 BOUNDARY COMMITTEE

On 22nd August, the Boundary Committee asked SCC to now include Lowestoft in both of the financial cases, which is incredibly positive. Due to this, the deadline of producing the financial figures for both options put forward by the Boundary Committee has been extended from the 12th September to 19th September because of the extra work involved.

08.174.02 HIGHWAY MATTERS

(a) Flooding

Following the recent heavy rains I have contacted SCC Highways about the flooding experienced on Melton Road, in particular outside Old Rectory Court (where water had actually covered the pavement on Sunday), Melton Hall and Jenners Close. I have also mentioned the flooding at the bottom of Pyches Road.

(b) Lane Markings in Woods Lane

Woods Lane was recently surfaced dressed but the road markings have not been put back and I have asked highways when this will be done.

(c) Traffic Counts

Following my last report, I had contacted highways to see if a date had been sent for the traffic assessments asked for by the Parish Council with regard to the impending Girdlestone application. I understood originally that the costs of this assessment would be met by the applicant but it now transpires that costs "specific" to their application would be met by them but not third party investigations which these would be. The costs for this would be about £200 per site and if the Parish decide to go ahead with them you would need to contact Andy Morton, Manager Survey and Monitoring team at Endeavour House.

08.175 TO RECEIVE THE DISTRICT COUNCILLORS REPORT

District Councillor Bidwell reported

08.175.01 Boundary Review

- (a) Alternative schemes are being offered by the boundary committee**
 - (i) Unitary one Suffolk**
 - (ii) Felixstowe/Ipswich/Rural Suffolk**
- (b) Deadline for submission of comments to the boundary Committee is 26th September 2008**

08.175.02 Melton Park Boundary

As a result of representations by Melton Parish Council to SCDC, following the consultation process with affected residents, District Council will discuss the issue in October. It is understood that the Officer Report will recommend a Community Governance Review. District Councillors were urged to support this recommendation.

The Vice Chairman warmly welcomed Cllr Bidwell back to council meetings following his recent illness and wished him a full recovery.

It was RESOLVED to reinstate standing orders.

08.176 TO APPROVE THE MINUTES OF MEETING HELD ON 14TH AUGUST 2008

Minutes MPC(08)M08 of the meeting held on 14th August 2008 previously circulated.

Noted that attendees should read Miss KS Martin not Miss KS White.

Proposed that, with this one amendment, minutes MPC(08)M08 of the meeting held on 14th August 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, with this one amendment, minutes MPC(08)M08 of the meeting held on 14th August 2008 previously circulated be received, noted and signed as a correct record by the Chairman.

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

08.177.01 Planning Committee 18th August 2008

Minutes PLA(08)M10 previously circulated.

The Planning Committee Chairman highlighted the following items from the meeting:

- (a) Dwelling in part rear garden of Danelaw – no objection
- (b) Grange Park Drive – strong objection to retrospective planning application
- (c) GAH Revised Scheme – objection on same grounds as previously as the issues had not been addressed
- (d) Beresford Drive Development – concern over state of footpaths during building work
- (e) SCDC Conservation Area Appraisal – working group had prepared and submitted a response
- (f) LDF – Minerals Plan – no response as minimal impact on Melton

Proposed that minutes PLA(08)M10 previously circulated were received and noted.

Proposed by: Cllr Sherwen.

Seconded by: Cllr Butterwick.

It was RESOLVED that minutes PLA(08)M10 be received and noted.

It was agreed to bring forward item 08.181.02 to this point on the agenda [details of discussion remain in agenda order].

08.178 TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

08.178.01 Burness Parish Room Management Committee

It was reported that the open day event on Saturday 6th September 2008 had been well planned and organised but disappointing that the number attending was somewhat lower than anticipated.

The main publicity for the event had been geared to the September issue of the Melton Messenger but unfortunately this had not been distributed until after the event. Additionally the weather had adversely affected the Car Boot Sale on Melton Playing Field where a stall was set up to encourage attendees to go to the Burness Rooms following the boot sale.

It is planned to hold a similar event during 2009

08.178.02 Greenprint Environmental Forum

The following events are scheduled for 2008:

(a) 22 September 2008 - site visit to Foxhall landfill site and household waste recycling centre. Time: 2.00 pm to 3.30 p.m. - Fully booked.

(b) 27 October 2008 - General meeting with an environment and business focus. Location: Council Chamber. Time: 7.00 p.m. to 9.00 p.m. - Booking essential.

(c) Local Strategic Partnership [LSP]

Suffolk Coastal LSP has produced a draft Sustainable Community Strategy setting out the long term strategic direction for the economic, social and environmental well-being of the Suffolk Coastal District.

The full draft strategy can be found on their website www.sclsp.org.uk and interested parties are encouraged to give their comments either on-line or in writing by 10th October 2008.

08.178.03 Melton Community Youth Project

Nothing to report.

08.178.04 Safer Neighbourhood Team Liaison Group

Cllr Dann reported that there had been no further meetings of the SNT since the last council meeting. The new SNT groupings would be in place for the next meeting.

Concern was expressed regarding the non-reporting of recent burglaries due to the implementation of measures aimed at foiling further instances,

Cllr Dann agreed to request conviction rates in addition to crime statistics.

The SNT had circulated a paper requesting that members sign a confidentiality agreement at the start of each SNT meeting. Council expressed their grave misgivings about such a move as these discussions should be in the public domain in a similar way to council meetings. Cllr Dann to put forward this view at the next SNT meeting.

08.178.05 Suffolk Association of Local Councils

(a) Minutes of meeting held on 9th June 2008

Copy of minutes previously circulated as Paper MPC(08)P178.05(a) was received and noted.

(b) Agenda for meeting on 15th September 2008

Copy of agenda previously circulated as Paper MPC(08)P178.05(b) was received and noted. Cllr Brockett advised council that he would be unable to attend due to a prior meeting on Melton Parish Council business.

(c) Report from the CEO

Copy of report previously circulated as Paper MPC(08)P178.05(c) was received and noted.

08.178.06 Transport

There was nothing to report.

08.178.07 Woodbridge & Melton Riverside Action Group

Council was advised that Woodbridge Maritime Weekend was taking place 13/14 September 2008.

08.179 TO RECEIVE AND CONSIDER REPORT FROM WORKING GROUPS

08.179.01 Melton Youth Forum Working Group

It was agreed that the Chairman and Vice-Chairman would meet with the working group to determine future action.

08.179.02 Local Government Review Working Group

Paper MPC(08)P179.02 previously circulated was received and noted.

The Chairman gave a brief explanation of the rationale behind the various responses contained in the paper.

Proposed that the response to SALC comprising Appendix 2 be endorsed, and that the Working Group be authorised to produce the final response to the Boundary Committee, based on Appendix 2.

Proposed: Cllr Butterwick.

Seconded: Cllr Brockett.

It was RESOLVED that the response to SALC comprising Appendix 2 be endorsed, and that the Working Group be authorised to produce the final response to the Boundary Committee, based on Appendix 2.

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

08.180.01 SALC Training

Noted that SALC was offering bespoke training session for individual councils as an alternative to centrally based training. Employment Committee to consider if this would be appropriate.

08.180.02 Additional Notice Board

Recreation Committee to be asked to consider further notice board provision in vicinity of new school.

08.181 TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA

08.181.01 Loan Application to Public Works Loan Board

Copy of letter of confirmation of loan previously circulated as Paper MPC(08)P181.01 was received and noted.

The Clerk confirmed receipt of the loan and that the tennis court refurbishment would now be put in hand.

A summary of the revised costs follows:

Original Quotation From Doe Sport August 2007	£ 21,957.00
Inflationary Increase	£ 1,474.00
	<hr/>
	£ 23,431.00
Cost of Disabled access doors	£ 1,556.00
	<hr/>
New Contract Price	£ 24,987.00
VAT [reclaimable]	£ 4,372.73
	<hr/>
TOTAL	£ 29,359.73

The work will commence in October 2008 with the final coloured surface being applied in the spring of 2009.

The Clerk confirmed that the disabled access doors were a requirement of the Disability Discrimination Act and that he would sign the contract on behalf of the council and return it with the required deposit when it was received.

Recreation Committee would be reviewing the security and access to the refurbished courts to ensure optimum income.

The Chairman reminded council that the request for enhanced sports facilities came from the Village Plan and that a plan to encourage increased usage and the formation of a Melton Tennis Club would be implemented by the Recreation Committee. This increased usage would contribute towards the cost of the loan repayment.

08.181.02 Design Brief for Girdlestones Site

This matter was dealt with out of order after item 08.177 at 19:20.

It was RESOLVED to suspend standing orders to allow members of the public present to participate in the discussion.

The following comments were made during the ensuing discussion:

- (a) Letter from Chairman to District Cllr Herring 20/8/08 in response to his letter
- (b) Meeting between District Cllrs Bond, Herring & Smith on 26/08/08
- (c) eMail from District Cllr Herring received by Chairman on 01/09/08, stating that District Cllr Smith would be in touch with Melton Parish Council regarding the issue – no response by 15:00 on 11/09/08
- (d) Latest version of PPS12 at odds with comments made by District Cllr Smith
- (e) Action Group had met and agreed to:
 - (i) Send a letter to every member of SCDC deploring rejection of request for design brief especially in their disregard for community involvement
 - (ii) Release a press statement on action taken
 - (iii) Invite District Cllrs Herring, Smith and others to a public meeting to answer questions from concerned residents and to give SCDC rationale
- (f) MPC would follow a more formal route whereas the action group were not so hand-tied
- (g) The action group were planning a public meeting on 30/9/08 at the School commencing at 7.00 p.m.
- (h) Wider issues for residents of Peninsular as Wilford Bridge Road can be considered a gateway to Peninsular, Melton and Woodbridge
- (i) As advised by County Councillor additional traffic counts are at a cost to MPC of £200 per location [50% might be available from her locality budget]. Cllr Brockett expressed the view that such information collected by public authorities should be available to MPC. The Chairman to raise this with CC and also to determine lead time for setting up traffic counts
- (j) Air quality issues from queuing traffic alongside Melton Primary School whilst at traffic lights – school to be invited to participate in any future consideration of planning application
- (k) An email from a resident had requested that Council review the position of Tree Preservation Orders at the Girdlestones site
- (l) It was RESOLVED to reinstate standing orders.

Paper MPC(08)P181.02 previously circulated was received and noted.

Proposed that:

This council welcomes the response from the Leader of Suffolk Coastal District Council, expressed in his eMail of 1st September, but notes with concern that the promised response from the Deputy Leader of Suffolk Coastal District Council has not, so far, been received. This council is also aware of the views expressed by the Deputy Leader at his meeting with Cllr Bond, and considers these to be at odds with the facts, as perceived locally.

Accordingly:

- (m) a meeting with District Cllr Smith at the earliest opportunity be requested;
- (n) a letter be sent to the Leader and Deputy Leader of Suffolk Coastal District Council, pointing out the apparent differences between the approaches being taken by PPS12 and by the district council;
- (o) a press release is issued immediately following adoption of this resolution.

Proposed by: Cllr Butterwick

Seconded by: Cllr Brockett

It was RESOLVED to carry out the actions in (a) (b) & (c).

The meeting concluded this item at 19:55 and returned to the published agenda.

08.181.03 Rural Dispensing Regulations

Copy of the rejection of the appeal against the reclassification previously circulated as Paper MPC(08)P181.03 was received and noted with great regret and anger.

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

There were none.

08.183 TO APPROVE AND ACCEPT THE ANNUAL RETURN THE YEAR ENDED 31ST MARCH 2008

Paper MPC(08)P183 previously circulated was received and noted.

Proposed that the annual return for the year ended 31st March 2008 be approved and accepted.

Proposed by: Cllr Dunford.

Seconded by: Cllr Brockett.

It was RESOLVED that the annual return for the year ended 31st March 2008 be approved and accepted.

08.184 TO CONSIDER COMMUNITY SPONSORSHIP OF POLICE COMMUNITY SUPPORT OFFICERS

Following discussion at previous meetings of council it was proposed that no further action be taken regarding the proposal to sponsor additional PCSO's.

Proposed by: Cllr Butterwick.

Seconded by: Cllr Dann.

It was RESOLVED that no further action be taken regarding the proposal to sponsor additional PCSO's.

08.185 TO CONSIDER COMMUNICATIONS WITH MEMBERS OF THE PUBLIC

Paper MPC(08)P185 previously circulated was received and noted.

Council noted and accepted their obligation as a Quality Council to:

- Provide a website with a list of council members and officers with contact details and access to the annual report
- Provide a publicly available eMail address
- Provide regular information to the electorate in the form of a newsletter or contribution to another publication on all parish council activities over the last year including a list of council members with contact details
- Provide information in a readily available public site such as Notice Boards or Village Hall

The report highlighted potential deficiencies in the provision of these services in two areas – the publication difficulties with the Messenger and the limited coverage of the village by notice boards.

08.185.01 Melton Messenger

Council carefully considered the alternative strategies set out in 07.01 of the paper.

Proposed that Council make an offer to St Andrew's PCC to include the provision of desk top publishing of the Melton Messenger as a task for the Clerk on the basis of 1 day per month.

Proposed by: Cllr Dunford.

Seconded by: Cllr Eckersley.

It was RESOLVED that Council make an offer to St Andrew's PCC to include the provision of desk top publishing of the Melton Messenger as a task for the Clerk on the basis of 1 day per month.

08.185.02 Parish Council Notice Boards

Council carefully considered the alternative strategies set out in 07.02 of the paper.

Proposed that Council engage additional resources to carry out the task of servicing the 4 notice boards.

Proposed by: Cllr Dunford.

Seconded by: Cllr Eckersley.

It was RESOLVED that Council engage additional resources to carry out the task of servicing the 4 notice boards.

Proposed that the Employment and Finance & Risk Management Committees be tasked to resolve the detail of the arrangements for the provision of items 08.185.01 and 08.185.02.

Proposed by: Cllr Dunford.

Seconded by: Cllr Eckersley.

It was RESOLVED that the Employment and the Finance & Risk Management Committees be tasked to resolve the detail of the arrangements for the provision of items 08.185.01 and 08.185.02.

08.186 CHAIRMAN'S URGENT BUSINESS

There was no urgent business.

08.187 MELTON TRUST

Proposed under Standing Order 68, that in respect of this item, to consider the resolution: - "That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw".

Proposed by: Cllr Butterwick.

Seconded by: Cllr Dunford.

It was RESOLVED that the public be temporarily excluded and they are instructed to withdraw.

Discussion under this item is subject to a confidential minute.

08.188 DATE OF NEXT MEETING

Thursday 9th October 2008 in the Lindos Centre Main Hall commencing at 19:00.

There being no further business the meeting closed at 21:31

Signed: _____ Date: _____

[Chair]