



MELTON PARISH COUNCIL



Minutes of an ordinary meeting of the Melton Parish Council on Thursday 13th August 2009 commencing at 19:00 in The Lindos Centre Main Hall Saddlemakers Lane Melton IP12 1PP.

Present:

Cllr Mrs ME Addington	Cllr Mrs EJJ Hilson
Cllr Miss EA Barrington	Cllr Miss LS Leonard
Cllr Mr MN Bond	Cllr Miss KS Martin
Cllr Mr PJ Brockett (Chairman)	Cllr Mr HM Needham
Cllr Mr GK Butterwick	Cllr MR MW Sherwen
Cllr Mr AG Dunford	

In Attendance:

Mr MJ Green [Clerk to Melton Parish Council]
2 Members of the public [until 20:30]

09.170 TO RECEIVE APOLOGIES FOR AND CONSENT TO ANY ABSENCE

09.170.01 Cllr Mrs BK Abbott - Holiday

09.170.02 Cllr Mrs JEJ Eckersley – Holiday

Council considered these apologies and **it was RESOLVED** to receive the apologies and consent to the absences.

Proposed by: Cllr Addington

Seconded by: Cllr Martin

09.170.03 Cllr Mr J Bidwell – Holiday

Council noted this apology.

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

09.171.01 Cllr Mr PJ Brockett

Noted that the Clerk has received, duly signed and dated a Revised Register of Members' Interest form from Cllr Brockett and has submitted it to the Monitoring Officer at SCDC

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

Noted that there have been no written questions received.

09.173 PUBLIC PARTICIPATION SESSION

09.173.01 To receive representations from Councillors who have declared a prejudicial interest under item 09.171

There were no representations.

09.173.02 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.

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

There were no matters raised.

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

There were no matters raised.

09.176 TO RECEIVE THE COUNTY COUNCILLORS REPORT

Paper MPC(09)P176 previously circulated was received and noted.
The report covered the following topics:

- Local Government Review
- Residual Waste Treatment
- Physiotherapy Services
- Improving out of hours care

09.177 TO RECEIVE THE DISTRICT COUNCILLORS REPORT

Paper MPC(09)P177 previously circulated was received and noted.
The report covered the following topics:

- Bye election for Walberswick and Wenhaston Ward
- The old Girdlestons Site Melton
- Noise nuisance

Additionally the district councillor advised that a Section 131 (a) and Section 138 Notice had been served on the developer at 75 Bredfield Road in relation to the damage to the highway and erection of a fence.

The Chairman thanked Cllr Bond for his reports.

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

09.178 TO APPROVE THE MINUTES OF PREVIOUS MEETING

09.178.01 Amendment #1 – Remove Cllr Needham from list of attendees

It was **RESOLVED** that with this amendment minutes MPC(09)M8 of the parish council meeting held on 9th July 2009 previously circulated be received, noted and signed as a correct record by the Chairman.

Proposed by: Cllr Dunford **Seconded by:** Cllr Martin

09.179 TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND SUB COMMITTEES

09.179.01 Finance & Risk Management Committee 13th July 2009

Minutes FRM(09)M3 enclosed.

It was **RESOLVED** that minutes FRM(09)M3 previously circulated be received and noted.

Proposed by: Cllr Dunford **Seconded by:** Cllr Needham

09.179.02 Planning Committee 27th July 2009

The minutes of the meeting on 27th July were not available. The Chairman of the Planning Committee highlighted the following points from the meeting:

- The committee considered seven applications and objected to two – namely a granny annex to 51 Fernhill Close and Plot 2 Former Melton Grange Hotel site
- The conservation area appraisal has yet to be received from SCDC
- A number of proposals had been agreed for consideration by full council [see item 09.188]

It was **RESOLVED** to receive this report and noted that that minutes PLA(09)M7 will be available on the parish council website in due course.

Proposed by: Cllr Barrington **Seconded by:** Cllr Brockett

09.180 TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

09.180.01 Burness Parish Room Management Committee

It was reported that the Trustees had agreed at their meeting on 31st July 2009 to adopt the revised Scheme and that the process of notifying the Charity Commission is under way. In due course the council will be required to appoint a trustee in accordance with the revised Scheme.

09.180.02 Melton Trust

The Chairman advised the meeting that two residents in Melton has responded to the article in the Melton Messenger inviting interested persons to put their names forward for nomination as the parish council nominees on the trust. Both residents had met with the Chairman and Cllr Addington prior to the meeting.

It was RESOLVED that Mr Tony Thompson is nominated as the representative of Melton Parish Council on the Melton Trust

Proposed by: Cllr Brockett **Seconded by:** Cllr Addington.

It was agreed that the Clerk should write to the Chairman of the Melton Trust advising of Mr Thompson's selection and also advise him of the interest shown by the second resident in joining the trust and suggest that he be considered for future vacancies on the trust governing body.

09.180.03 Safer Neighbourhood Team (SNT) Tasking Group

This matter was dealt with out of order at the end of the meeting

It was RESOLVED that under Standing Order 68, that in respect of this item, 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 Brockett **Seconded by:** Cllr Martin

09.180.04 Suffolk Association of Local Councils

Nothing to report – next meeting on 14th September 2009 at the Riverside Centre Stratford St Andrew when Mr Philip Ridley will be in attendance. Two councillors are invited to attend – Councillors to advise the Chairman if they wish to attend

09.180.05 Transport

Paper MPC(09)P180.05 tabled at the meeting was received and noted.

Key points were:

- Details of the traffic survey now available on MPC website
- No further changes to bus services are in prospect following changes introduced on 6th July 2009
- London Kings Cross to West Yorkshire/North East Rail service expected to move to DfT-owned holding company in September
- The prospect of a through service to London from local stations to be replaced with hourly service to Ipswich and 10-15 minute wait for train from Norwich
- Individual councillors encouraged to respond to consultation concerning major changes to services from December 2010 as outlined in paper MPC(09)P157.05 [copy to Clerk] at
- www.nationalexpresseastanglia.com/content/download/33474/385696/NXEA%20HLOS%20TT%20Consultation%20Mainline%20Metro%20Rural.pdf.

09.181 TO RECEIVE AND CONSIDER REPORTS FROM WORKING GROUPS

09.181.01 Local Government Review Working Group

The meeting was advised that the group has not met as nothing to discuss due to the judicial review being considered.

09.181.02 Melton Ufford Boundary Review

The Chairman of the Planning Committee reported that a revised timetable for the review had now been issued but that it would not now be possible to complete the review within the 12 month period due to the delays encountered in setting up the consultation.

August 14 th	Issue letters
	Publish proposals
September 25 th	Consultation period ends
TBA	Working party meeting to discuss results

09.181.03 New Development Working Group

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

The Chairman of the Planning Committee gave the following update:

As at 27th July:

- SCDC have withdrawn their screening opinion
- Application likely to be determined in August/September
- Letter of complaint regarding site visit together with questions sent to SCDC
- No response to questions regarding TPO's
- Ecologist given permission to enter site

As at 30th July

- Revise plans & documentation submitted by developer
- Deadline of 4th September set for comments
- Link to details on SCDC Planning Website via MPC Website
- SCDC aim to consider at October 15th Development Control Sub Committee
- Revised plans include delete gatehouse, Riduna House relocated to save some of the trees, no new access road, revised layout of three office blocks, reduced car parking to 305, re-siting of pedestrian crossing, revised transport and flood risk assessment
- Further meetings planned with professional adviser to agree substantive response to SCDC

The following was reported by GAG who was present at the meeting

- Over 300 objectors had been contacted by GAG to encourage them to submit further objections to revised plans
- The backdating of notes had been referred to the ombudsman
- Approximately 30 trees identified as having TPO's are still required to be cut down

Other

- Chairman of Planning Committee to obtain copies of all correspondence sent on behalf of MPC by professional adviser together with any replies for lodging in MPC files

It was RESOLVED to reinstate standing orders.

09.181.04 Pavilion Working Group

The Vice Chairman of the Council reported on a meeting of the working group that considered the following:

- 2 options [a] refurbishment [b] move MPC office to playing field location by demolishing storage extension and building a new office
- Costs of planning application and impact of building regulations of both proposals
- Obtaining estimates for both options
- Further meeting in September to formulate proposal to be considered by Recreation Committee at its next meeting on 28th September 2009

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

09.182.01 Resignation of Assistant Clerk

It was noted that Holly Palmer had resigned as assistant clerk and that her last working day would be 28th August 2009. Council expressed regret at this news but in the circumstances of her finding alternative employment with increased hours fully understood her decision. They wanted to record their thanks for her contribution to the work of the council and wished her every success in the future.

It was agreed that there should be an informal meeting of the Employment Committee and the Finance Committee to consider the options for the future provision of additional resources.

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

It was RESOLVED to receive and note Paper MPC(09)P183 that had been previously circulated.

Proposed by: Cllr Brockett **Seconded by:** Cllr Martin

The following items were reported at the meeting

09.183.01 Good Neighbours Scheme

The Rector was willing for the church to be used as a venue for an open meeting to discuss the SACRE Good Neighbours Scheme. The Clerk to contact Cllr Eckersley to see if she is able to organise the event.

- 09.183.02 All Weather Footpath**
The clerk confirmed that the work had been offered to EFM Surfacing and that a date was awaited from them for installation of the all weather footpath and lighting from the car park along the side of the tennis courts to the play area and pavilion. The Play Space Fund at SCDC had been successfully applied for that together with the tennis court reserve would cover the cost.
- 09.183.03 GAH Planning Application C07/2168**
In response to requests for update the following response from SCDC Planning had been received:
*'The Head of Planning is still considering the Council's position on this application and we will be in contact with yourselves relatively soon to discuss or inform you of the next steps.
There will not be a decision issued prior to us having been in contact with you/and or your Parish Council.'*
It was agreed that it would be helpful if the Clerk could provide a list of outstanding items and evidence of unanswered queries.
- 09.184 TO RECEIVE AND CONSIDER RESOLUTIONS OR RECOMMENDATIONS IN THE ORDER THAT THEY HAVE BEEN RECEIVED**
Noted that there have been no resolutions or recommendations made.
- 09.185 TO CONSIDER THE MONTHLY FINANCE REPORT**
It was RESOLVED to receive and note paper MPC(09)P185 that had been previously circulated.
Proposed by: Cllr Dunford **Seconded by:** Cllr Brockett
- 09.186 TO CONSIDER REQUEST FROM EADT TO SUPPLY COPIES OF MINUTES OR REPORTS OF MEETINGS**
It was RESOLVED that copies of minutes of meetings be provided by email to terry.hunt@eadt.co.uk at East Anglian Daily Times
Proposed by: Cllr Brockett **Seconded by:** Cllr Martin
It was noted that Craig Smith is the new EADT reported for the area following the retirement of Richard Smith.
- 09.187 TO RECEIVE A REPORT OF THE PROGRESS ON THE VILLAGE PLAN ACTION PLAN**
It was RESOLVED to receive and note paper MPC(09)P187 that had been previously circulated.
Proposed by: Cllr Butterwick **Seconded by:** Cllr Brockett
This report would be updated and provided every six months to show that the actions from the village plan consultation are being followed through.
- 09.188 TO CONSIDER RESOLUTIONS PROPOSED BY MELTON PARISH COUNCIL PLANNING COMMITTEE**
- 09.188.01 To contact local groups with a view to sharing information and discussing common interests concerning the SCDC Planning Process.**
It was RESOLVED that the Chairman of the Planning Committee is to contact local groups with a view to sharing information and discussing common interests concerning the SCDC Planning Process as recommended by the Planning Committee.
Proposed by: Cllr Butterwick **Seconded by:** Cllr Barrington
- 09.188.02 To consider a formal objection to the Adastral Park Development at Martlesham**
It was RESOLVED that the Chairman of the Planning Committee prepares and submits a formal objection to the Adastral Park Development at Martlesham as recommended by the Planning Committee.
Proposed by: Cllr Butterwick **Seconded by:** Cllr Bond
- 09.188.03 To consider detailed proposals for traffic calming measures for submission to SCC Highways for inclusion in their 2011/12 programme of works**
It was RESOLVED that the Chairman of the Planning Committee prepares and submits detailed proposals for traffic calming measures for submission to SCC Highways for

inclusion in their 2011/12 programme of works as recommended by the Planning Committee

Proposed by: Cllr Sherwen **Seconded by:** Cllr Dunford

09.188.04 To consider requesting SCC Highways and Suffolk Police to extend the 30 mph speed limit on Saddlemakers Lane beyond the junction of Lodge Farm Lane and to enforce the current speed limit.

It was RESOLVED that the Chairman of the Planning Committee prepares and submits a request to SCC Highways and Suffolk Police to extend the 30 mph speed limit on Saddlemakers Lane beyond the junction of Lodge Farm Lane and to enforce the current speed limit.

Proposed by: Cllr Barrington **Seconded by:** Cllr Dunford

09.189 CHAIRMAN'S URGENT BUSINESS

09.189.01 Annual Audit Report – BDO Stoy Hayward

The audit report and issues arising report previously circulated were received and noted.

It was RESOLVED that, now that the external audit opinion has been given, the Annual Return is approved and accepted.

Proposed by: Cllr Dunford **Seconded by:** Cllr Butterwick

09.190 DATE OF NEXT MEETING

Parish Council Meeting Thursday 10th September 2009 in the Lindos Centre Main Hall commencing at 19:00

There being no further business the meeting closed at 21:40

Signed: _____ Date: _____