



MELTON PARISH COUNCIL



Minutes of an ordinary meeting of Melton Parish Council on Thursday 14th October 2010 commencing at 1900 in The Lindos Centre Main Hall Saddlemakers Lane Melton IP12 1PP.

Present:

Cllr Mrs ME Addington	Cllr Mrs JEJ Eckersley
Cllr Mrs BK Abbott [Vice – Chairman]	Cllr Miss LS Leonard [from 1925]
Cllr Mr MN Bond	Cllr Miss KS Martin [Chairman]
Cllr Mr PJ Brockett [from 1910]	Cllr Mr NM Needham
Cllr Mr GK Butterwick	Cllr Mr A Thompson

In Attendance:

Mrs EB Guy	Resident [until 20:30]
Mr MJ Green	Clerk to Melton Parish Council

10.198 TO RECEIVE APOLOGIES FOR AND CONSENT TO ANY ABSENCE

10.198.01 Cllr Miss EA Barrington - medical

10.198.02 Cllr Mr MW Sherwen – working late

Council considered these apologies and **it was RESOLVED** to accept the apologies and consent to the absence.

Proposed by: Cllr Addington

Seconded by: Cllr Needham.

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

10.199.01 To Appoint Cllr Abbott as a Representative of Melton Parish Council on the Notcutts Action Group

Amendment to replace the word 'on' with 'at meetings of'

Proposed by: Cllr Thompson

Seconded by: Cllr Martin.

With this amendment the original motion falls.

It was RESOLVED that Cllr Abbott be appointed as a Representative of MPC at meetings of the Notcutts Action Group

Proposed by: Cllr Martin

Seconded by: Cllr Thompson.

10.199.02 To Appoint Cllr Butterwick as a Representative of Melton Parish Council on the Notcutts Action Group

Amendment to replace the word 'on' with 'at meetings of'

Proposed by: Cllr Thompson

Seconded by: Cllr Martin.

With this amendment the original motion falls.

It was RESOLVED that Cllr Butterwick be appointed as a Representative of MPC at meetings of the Notcutts Action Group

Proposed by: Cllr Martin

Seconded by: Cllr Thompson.

10.199.03 To Appoint Cllr Needham as a Representative of Melton Parish Council on the Notcutts Action Group

Amendment to replace the word 'on' with 'at meetings of'

Proposed by: Cllr Thompson

Seconded by: Cllr Martin.

With this amendment the original motion falls.

It was RESOLVED that Cllr Needham be appointed as a Representative of MPC at meetings of the Notcutts Action Group

Proposed by: Cllr Martin

Seconded by: Cllr Thompson.

- 10.199.04 To receive addition to the Register of Members Interest from Cllr Abbott as the representative of MPC at meetings of the Notcutts Action Group under Clause No 1 Member - Code of Conduct Clause 1**
It was agreed that the Clerk would receive and note these changes to the Register within 14 days and send official notification to the Monitoring Officer at SCDC
- 10.199.05 To receive addition to the Register of Members Interest from Cllr Butterwick as the representative of MPC at meetings of the Notcutts Action Group under Clause No 1 Member - Code of Conduct Clause 1**
It was agreed that the Clerk would receive and note these changes to the Register within 14 days and send official notification to the Monitoring Officer at SCDC
- 10.199.06 To receive addition to the Register of Members Interest from Cllr Needham as the representative of MPC at meetings of the Notcutts Action Group under Clause No 1 Member - Code of Conduct Clause 1**
It was agreed that the Clerk would receive and note these changes to the Register within 14 days and send official notification to the Monitoring Officer at SCDC
- 10.200 STANDING ORDER 24 - WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC**
It was noted that there have been no written questions received.
- 10.201 PUBLIC PARTICIPATION SESSION**
- 10.201.01 To receive representations from Councillors who have declared a prejudicial interest**
There were no representations from councillors.
- 10.201.02 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.

- 10.202 OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS AND TO DISCUSS VILLAGE MATTERS RAISED BY MEMBERS OF THE PUBLIC OR COUNCILLORS**
- 10.202.01 Accident on the Street**
Council was advised of a recent accident in The Street, Melton caused by a HGV Vehicle striking the arm of a pedestrian walking on the footpath. This is of grave concern to residents as should the application for the Notcutts development be passed this would lead to increased HGV movements through The Street Melton
- 10.202.02 Cycle Path**
Council was advised that the owner of Jenners Close was not prepared to allow the cycle path to cross over Jenners Close.
- 10.202.03 Leeks Hill Footpath**
Council confirmed that investigations were continuing with SCC seeking to claim the footpath as a right of way
- 10.202.04 Horse & Groom**
Council was advised that the planning application had been deferred pending the results of a site meeting on 25th October 2010
- 10.202.05 Knackers Yard**
Council was advised that this application had been granted subject to a number of conditions.
The meeting was reminded that the 'Play Your Part' Scheme operating in Suffolk was particularly useful at having safety issues dealt with speedily. Tel: 0845 603 4715 or eMail: pyp@csduk.com

10.203 TO RECEIVE THE COUNTY COUNCILLORS REPORT
County Councillor's report previously circulated as paper MPC(10)P203 was received and noted.

10.204 TO RECEIVE THE DISTRICT COUNCILLORS REPORT
The District Councillor had not provided a written report but highlighted the following matters:

- SCDC Celebrated its commitment to customer service
- Scrutiny Committee Report is now on the website containing 12 recommendations
- A further meeting is planned on 21st October 2010 to agree the report
- Cabinet will then consider the report and decide on any action

It was RESOLVED to reinstate standing orders.

10.205 TO APPROVE THE MINUTES OF PREVIOUS MEETING HELD ON 9TH SEPTEMBER 2010

It was RESOLVED that Minutes MPC(10)M09 previously circulated were received, noted and signed as a correct record by the Chairman..

Proposed by: Cllr Addington

Seconded by: Cllr Brockett.

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

10.206.01 Employment Committee 9th September 2010

It was RESOLVED that Minutes EMP(10)M01 previously circulated be received and noted.

Proposed by: Cllr Abbott

Seconded by: Cllr Brockett

10.206.02 Planning Committee 23rd August 2010

It was RESOLVED that Minutes PLA(10)M08 previously circulated be received and noted.

Proposed by: Cllr Butterwick

Seconded by: Cllr Brockett

10.206.03 Planning Committee 22nd September 2010

It was RESOLVED that Minutes PLA(10)M09 previously circulated be received and noted.

Proposed by: Cllr Butterwick

Seconded by: Cllr Brockett

10.206.04 Recreation Committee 30th September 2010

It was RESOLVED that Draft Minutes REC(10)M05 tabled be received and noted.

Proposed by: Cllr Eckersley

Seconded by: Cllr Abbott

The Chairman of Recreation Committee reported that the Dog Waste Bin referred to in the minutes had been installed during the day of the full council meeting.

10.206.05 Finance & Risk Management Committee 11th October 2010

The Chairman of the Finance & Risk Management Committee reported on the following matters:

- A system of daily checks on the children's play equipment on the playing field together with a log book to record the findings was to be implemented
- The Clerk has been instructed to carry out discussions with the Lindos Centre over the renewal of the office lease for a period of three years – realigning the lease period to the financial year of the council
- A positive interim internal audit report had been received

In response to a question from Cllr Bond regarding the income from Tennis Courts covering the cost of the PWLB repayment for the Tennis Court Loan it was agreed to investigate and include the figures in these minutes:

12 months April 2010 to March 2011

Loan Repayment Capital and Interest = £1,882

Income April to August 2010 = £1,198

It was RESOLVED that Minutes FRM(10)M03 tabled be received and noted.

Proposed by: Cllr Needham

Seconded by: Cllr Eckersley

10.207 TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

10.207.01 Burness Parish Room Management Committee

There was no report.

10.207.02 Melton Trust

It was reported that there had been a meeting of the Trust earlier in the week. The approved minutes of the previous meeting will be forwarded to MPC in due course.

A risk management policy had been developed together with a reserves policy, grant application and budget.

Christmas donations will be made to applicants and a specific note in the Melton Messenger relates to the application for the Christmas Grant.

It was confirmed that a response to the outstanding question from MPC regarding the grant for 'education purposes' would be forthcoming from the correspondent to the Trust.

10.207.03 Safer Neighbourhood Team

Paper MPC(10)P207.03 provided by the SNT previously circulated was received and noted.

10.207.04 Suffolk Association of Local Councils

It was confirmed that Cllr Butterwick was now a member of the SALC Executive Committee and that he had attended his first committee meeting. The minutes would be distributed in due course.

The SCC New Strategic Direction had been discussed at the meeting but it was noted with some concern that SALC appeared not to be part of the formal consultation group..

10.207.05 Transport

Paper MPC(10)P207.05 previously circulated was received and noted.

In response to a question from a member of the public the Transport Representative agreed to follow up the limited availability of paper versions of the bus timetable.

10.208 TO RECEIVE AND CONSIDER REPORTS FROM WORKING GROUPS

10.208.01 Affordable Housing Working Group

The Chairman of the working group highlighted the following progress:

- Survey questionnaires had been delivered to over 1,800 home in Melton
- Thanks were due to those councillors and others who gave of their time to prepare the packs for distribution
- The closing date for return of surveys was 11th October
- Initial indications are that over 300 surveys have been returned of which at least 35 had expressed a need for affordable housing
- Suffolk Acre consider a 20% response to be a good target to achieve
- Analysis of the returns by Suffolk Acres will take a couple of months and then a report will be made to Melton Parish Council

10.208.02 Pavilion Working Group

The Chairman of the working group reported that:

- The Recreation Committee had discussed the draft report containing a number of possible options
- Due to the government spending review it was not considered appropriate to move forward with the project until the full implications of that review are known
- Further information was required before any proposal would be brought to full council

10.209 TO CONSIDER THE MONTHLY FINANCE UPDATE REPORT

Paper MPC(10)P209 previously circulated was received and noted.

The three areas of significant overspend were identified in the report together with reasons – these were

- Stationery – level of correspondence had increased dramatically with the resultant impact on the use of ink cartridges
- Planning application costs for the pavilion were a one-off cost that had not been budgeted for
- Felling of the oak tree was an unforeseen expenditure

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

10.210.01 SCDC Budget Review Meetings

Cllr Brockett offered to attend the meeting on 1st November at Saxmundham Market Hall and Cllr Butterwick offered to attend the meeting on 10th November SCDC Council Chamber.

Any other councillors wishing to attend agreed to advise the Clerk by Tuesday 19th October 2010.

The Clerk to advise SCDC of their attendance.

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

Paper MPC(10)P211 previously circulated was received and noted.

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

It was noted that there had been no resolutions or recommendations made.

10.213 TO CONSIDER ATTENDANCE AT THE WORKING BETTER TOGETHER FORUM ON 12TH NOVEMBER

Paper MPC(10)213 previously circulated was received and noted.

The Chairman of the Planning Committee volunteered to attend the meeting and agreed to contact SCDC to advise of attendance.

10.214 TO CONSIDER MELTON COMMUNITY FUN DAY 30TH JULY 2011 ON MELTON PLAYING FIELD

The Chairman of the Recreation Committee advised the meeting of a request received to hold a community fun day on 30th July 2011. The following were the main highlights of the report:

- The fun day was being organised by Jo Roberts a resident of Hall Farm Close
- The last two years fun days have been held on the Hall Farm Estate but the event had outgrown the current venue
- The proceeds of the event would go to a charity nominated by Suffolk Heritage Housing Association who were the 'backers' of the event [2010 the charity was Help for Heroes]
- The SNT were heavily involved in the proceeding to ensure that the event was safe and well controlled especially with vehicle movements
- There would be a Beer Tent [properly licensed] and a Disco
- Proceeding would end at 10.00 p.m.
- There would be a number of stalls and various activities taking place during the day
- In 2010 there was a dog show and it was likely that this would also feature in 2011
- Access to the pavilion for electricity and water would be required
- Portaloos would be provided
- Litter would be collected and disposed of by the organisers
- Appropriate insurance would be provided
- A draft lease had been provided by the Clerk based on the Circus Lease for consideration by the organisers
- Recreation Committee would recommend that no fee is charged for the use of the playing field as this was an event for the benefit of the community

Concern was expressed about the possible problems with alcohol [beer tent] bearing in mind the objection to the alcohol licence at the proposed convenience store at John Grose.

It was RESOLVED to offer the use of the Playing Field on 30th July 2011 for the Community Fun Day subject to a proper hire agreement being in place.

Proposed by: Cllr Eckersley

Seconded by: Cllr Leonard

Passed with one objection.

- 10.215 TO CONSIDER THE DESIRABILITY OF REQUESTING THE EXTENSION OF THE 30 MPH LIMIT ON THE FULL LENGTH OF WOODS LANE**
Serious concern was expressed about the dangers to users of Woods Lane due to the 40 mph speed limit.
It was perceived that vehicles were travelling in excess of the speed limit and that the draught caused by HGV's passing at speed was causing dangers to pedestrians and cyclists alike. The County Councillor indicated that he would very much support any extension of the restriction.
It was RESOLVED to request SCC to consider extending the 30 mph restriction to the whole length of Woods Lane.
Proposed by: Cllr Eckersley **Seconded by:** Cllr Abbott
- 10.216 TO RECEIVE A REPORT ON SCDC STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT DRAFT REPORT**
This matter was deferred and delegated to the Planning Committee that meets on 25th October 2010.
- 10.217 CHAIRMAN'S URGENT BUSINESS**
- 10.217.01 Remembrance Sunday**
A letter had been received from the Rector inviting council attendance at the Remembrance Sunday Service at the Memorial at 10.45 a.m. on Sunday 14th November 2010.
Cllrs Addington, Abbott, Bond, Butterwick and Eckersley offered to attend on behalf of the council. They would decide amongst themselves who would lay the wreath and who would read the names on the memorial.
- 10.217.02 Offshore Wind Farm**
It was considered that Melton Parish Council does not need to make a response to the consultation.
- 10.217.03 Greenprint Forum Events**
The chairman brought to councillor's attention the recent email detailing the forthcoming Greenprint Forum Events.
- 10.218 DATE OF NEXT MEETING**
Parish Council Meeting Thursday 11th November 2010 in the Lindos Centre Main Hall commencing at 1900

There being no further business the meeting closed at 2055

Signed: _____ Date: _____