



MELTON PARISH COUNCIL



Minutes of an ordinary meeting of Melton Parish Council on Thursday 13th January 2011 commencing at 1900 in The Lindos Centre Main Hall Saddlemakers Lane Melton IP12 1PP.

Present:

Cllr Mrs ME Addington	Cllr Mrs EJJ Hilson
Cllr Mrs BK Abbott [Vice – Chairman]	Cllr Miss LS Leonard
Cllr Miss EA Barrington	Cllr Mrs KS Martin [Chairman]
Cllr Mr PJ Brockett	Cllr Mr HM Needham
Cllr Mr GK Butterwick	Cllr Mr MW Sherwen
Cllr Mrs JEJ Eckersley	Cllr Mr A Thompson

In Attendance:

PCSO M Smith	Until 19:15
Mr MJ Green	Clerk to Melton Parish Council

11.01 TO RECEIVE APOLOGIES FOR AND CONSENT TO ANY ABSENCE

11.01.01 Cllr MN Bond – out of country

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

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

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

There were no declarations or additions to the register.

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

It was noted that there had been no written questions received.

11.04 PUBLIC PARTICIPATION SESSION

11.04.01 To receive representations from Councillors who have declared a prejudicial interest

There were no representations from Councillors.

11.04.02 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

11.05 OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS AND TO DISCUSS VILLAGE MATTERS RAISED BY MEMBERS OF THE PUBLIC OR COUNCILLORS

11.05.01 Hedgerow Survey

It was agreed that the Clerk should write to Mr Guy Ackers expressing their sincere thanks for all his work in producing the hedgerow survey.

11.05.02 Sponsorship of Information Boards

As suggestion that notice boards on Parish Council Property could be sponsored by local businesses was referred to the Recreation Committee.

11.05.03 Former Girdlestone Site Development

It was noted that formal planning consent has now been given to the proposed development.

11.10 TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

11.10.01 Burness Parish Room Management Committee

It was noted that an acknowledgment for the grant of £1,000 had been received from the Treasurer.

11.10.02 Deben Estuary Partnership

Nothing to report.

11.10.03 Melton Trust

It was reported that the distribution of the Christmas Gifts had taken place.

11.10.04 Safer Neighbourhood Team

This item was taken out of sequence to enable PCSO Smith to return to her duties.

Paper MPC(11)P10.04 previously circulated was received and noted.

A further report of priorities from Sgt Buck was tabled received and noted.

PCSO Smith additionally reported on the following:

- Residents are encouraged to lock away garden implements as sadly this is an open invitation to thieves – garden sheds should also be locked
- There had been an increase in the theft of catalytic converters from cars due to the high scrap value
- With the high fuel cost residents are advised to be on the guard for the theft of heating oil
- Following comments at previous meetings of full council, drivers had been warned and/or ticketed for parking on footpaths – residents were encouraged to report any such incidents to the SNT [email: woodbridge.snt@suffolk.pnn.police.uk]

The Chairman thanked PCSO Smith for giving of her valuable time to attend the meeting.

11.10.05 Suffolk Association of Local Councils

Paper MPC(11)P10.05 previously circulated was received and noted.

The following items were highlighted:

- A meeting with the Planning Portfolio Holder at SCC had taken place on 12th January 2011
- SALC has now set up a formal Planning Working Group of which Cllr Butterwick is a member
- A regular SALC Planning Newsletter will be provided in the future
- A working in collaboration event was scheduled for 27th January 2011 at SALC
- 6 Technical meetings on the SCC New Strategic Direction were planned
- The next Area Meeting is on 7th March 2011

11.10.06 Transport

Paper MPC(11)P10.6 previously circulated was received and noted.

11.11 TO RECEIVE AND CONSIDER REPORTS FROM WORKING GROUPS

11.11.01 Affordable Housing Working Group

The Chairman of the working group reported that, due to the absence on medical leave of the officer dealing with the analysis of the questionnaires, the results were not yet available. A meeting of SACRE on 13/01/2011 was being held to prioritise her workload and determine how a report can be provided for the February meeting of Full Council.

There had been a complaint by one resident about the inclusion in the survey of a question on ethnicity. Whilst an answer had been provided the resident was intent on taking the matter further with SACRE/MP/Cllr.

11.11.02 Communications Working Group

Nothing to report.

11.11.03 Pavilion Working Group

The Chairman reported the following:

- Recreation Committee had agreed on minimum refurbishment
- Confirmation was being sought from SCDC that the Outdoor Playing Space Sports Funding could be used for the intended purpose

- When confirmation received a specification will be prepared to include cloakroom redecoration, installation of wash hand basin and associated cloakroom furniture
- Should the funding be insufficient if a disabled access was required the Recreation Committee will need to identify how to proceed

11.11.04 Suffolk County Council New Strategic Direction Working Group

Paper MPC(11)P11.04 previously circulated was received and noted.

It was noted that SCC Resources, Finance & Performance Scrutiny Committee met on 15th December and considered the Cabinets proposals for the 2011/12 capital and revenue budgets. The minutes are not yet available, but it is understood that the budget proposals met with a degree of opposition from the committee. As such it was noted that as there was no concrete information available from any of the various reports, council was not in a position to make any informed decisions.

The Chairman warmly thanked Cllr Butterwick on behalf of all the council for all his hard work

11.12 TO CONSIDER THE MONTHLY FINANCE UPDATE REPORT.

Paper MPC(11)P12 previously circulated was received and noted.

11.13 BUDGET AND PRECEPT FOR 2011/2012.

Paper MPC(11)P13 previously circulated was received and noted.

There then followed a discussion that included the following main comments:

- Reserves are effectively for the maintenance of capital assets as local government practice is not to account for depreciation
- At the commencement of this council term the reserves were in the order of £70-£80k allocated between various categories such as Tennis Court, Play Equipment etc.
- Over the term of this council these have progressively been used to bring the state of the council assets to a well maintained level leaving a level at 31st March 2010 of £18,530
- In 2008 all the various reserve 'pots' were merged into a General & Contingency Reserve
- A policy was discussed at Finance & Risk Management Committee in 2009 whereby the reserves would be increased to 100% of precept but it does not appear that this was ever adopted by full council
- The Governance and Accountability for Local Council 2010 Practitioners' Guide [England] para 2.26 states ' Earmarked reserves, which are set aside for specific purposes and for savings for future projects, should be realistic and approved by the council. It is generally accepted that general [i.e. un-earmarked] revenue reserves usually lie within the range of three to twelve months of gross expenditure. However the amount of general reserve should be risk assessed and approved by the council.'
- The anticipated general and contingency reserve for 31st March 2011 is £21,800
- Significant amounts of un-budgeted expenditure have been incurred in 2009/10 and 2010/11 i.e. Treatment of playing field for Chaffer Bug infestation, removal of diseased oak tree, planning consultant for Girdlestones, planning application for pavilion refurbishment
- Since 2007/8 council has adopted deficit budgets but is now in a situation of needing to balance the budget as a prime objective
- Provision should be made in the budget to cover for unknown contingencies

11.13.01 To Adopt the Budget for 2011/12 of £53,440 as recommended by the Finance & Risk Management Committee

(a) Amendment to Motion

To adopt the budget for 2011/12 of £53,440 as recommended by the Finance & Risk Management Committee but with an additional separate general contingency item of £1,800 resulting in total budget for 2011/12 of £55,240

Proposed by: Cllr Butterwick **Seconded by:** Cllr Eckersley

The motion was carried unanimously.

The amendment having being passed the original motion falls.

11.13.02 To Adopt the Precept for 2011/2012 of £50,200 as recommended by the Finance & Risk Management Committee

- (a) Amendment to Motion
To adopt the precept for 2011/12 of £50, 200 as recommended by the Finance & Risk Management Committee but with an additional separate general contingency item of £1,800 resulting in total precept for 2011/12 of £52,000
Proposed by: Cllr Butterwick **Seconded by:** Cllr Eckersley
The motion was carried unanimously.
The amendment having being passed the original motion falls.

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

It was noted that no response had yet been received either the letter to SCDC seeking clarification on matters to do with the Horse & Groom planning application or the formal complaint against councillors.

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

Paper MPC(11)P15 previously circulated was received and noted.
It was agreed that the Clerk should follow up the outstanding item on the possibility of a TPO for the large tree outside Melton Station now that a date for the commencement of work on the car park had been received.

11.16 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.

11.17 TO CONSIDER THE IMPACT OF THE SCC NSD ON LIBRARIES

It was agreed to defer this matter to the next meeting.

11.18 CHAIRMAN'S URGENT BUSINESS

The Chairman welcomed Cllr Addington back to council following her recent operation and was pleased to note that she was recovering well.

11.19 DATE OF NEXT MEETING

Parish Council Meeting Thursday 10th February 2011 in the Lindos Centre Main Hall commencing at 1900

There being no further business the meeting closed at 2045

Signed: _____ Date: _____