



MELTON PARISH COUNCIL



Minutes of an ordinary meeting of Melton Parish Council on Thursday 10th February 2011 commencing at 1900 in The Lindos Centre Main Hall Saddlemakers Lane Melton IP12 1PP.

Present:

Cllr Mrs BK Abbott [Vice – Chairman]
Cllr Mr MN Bond [until 1950]
Cllr Mr PJ Brockett
Cllr Mr GK Butterwick

Cllr Mrs EJJ Hilson
Cllr Mrs KS Martin [Chairman]
Cllr Mr HM Needham
Cllr Mr A Thompson

In Attendance:

Mrs EB Guy Resident
Mr MJ Green Clerk to Melton Parish Council

11.20 TO RECEIVE APOLOGIES FOR AND CONSENT TO ANY ABSENCE

11.20.01 Cllr Mrs ME Addington – prior engagement

11.20.02 Cllr Miss EA Barrington – family matters

11.20.03 Cllr Mrs JEJ Eckersley - medical

11.20.04 Cllr Miss LS Leonard – prior engagement

11.20.05 Cllr Mr MW Sherwen – family matters

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

Proposed by: Cllr Needham

Seconded by: Cllr Abbott.

11.20.06 Cllr Mr J Bidwell – attending SCDC Community Partnership Meeting

Council received and noted this apology.

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

There were no declarations of interest or additions to the register.

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

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

11.23 PUBLIC PARTICIPATION SESSION

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

There were no representations from councillors.

11.23.02 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

- 11.24 OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS AND TO DISCUSS VILLAGE MATTERS RAISED BY MEMBERS OF THE PUBLIC OR COUNCILLORS**
- 11.24.01 Overgrown Footpath – Dock Lane**
Cllr Addington had requested that consideration be given to clearance work being carried out on the footpath at the top, north side of Dock Lane and the footpath continuing round to the school and traffic light corner. The pathway in Dock Lane is getting encroached upon by undergrowth, saplings and branches; and the leaves on the path all the way along can be very slippery when we have rain. Parked cars are an added problem as there is very little room left to walk on.
It was agreed that the Clerk should refer the matter to Tim Osborne [SCC Highways] to determine who is responsible for clearing those footpaths.
- 11.24.02 Play Equipment**
It was noted that the play equipment on the recreation ground that had been out of action since before Christmas for repair had now been re-sited and was fully operational again.
- 11.24.03 Ipswich Station Bridge & Lift Works**
In response to a question the Transport Representative confirmed that the works were expected to be completed by Easter but that timetables had not been affected by the works.
- 11.24.04 Garage Melton Road - Development**
The meeting noted that Woodbridge Town Council and the Woodbridge Society had been consulted by SCDC on the planning application.
- 11.24.05 Station Road Parking**
Concern was expressed by a resident about the restrictions on parking on Station Road and the impact that this might have on disabled people attending church. It is understood that the Church PCC has now at this late stage made representations to SCC and asked for a disabled parking bay to be provided.
The meeting was reminded that the consultation had been going on over a period of 2 years and the church had in fact hosted an exhibition of the proposed changes early in the process. It was therefore considered a little late in the day to be requesting changes. The Clerk was requested to clarify with SCC the current position over the traffic order as the consultation deadline was 19th January 2011.
- 11.25 TO RECEIVE THE COUNTY COUNCILLORS REPORT**
Paper MPC(11)P25 previously circulated was received and noted.
- 11.25.01 Councillors' Standards**
Cllr Bond highlighted the reference to the question of councillors' standards and would welcome any comments that members of Melton Parish Council would wish to make direct to him by email.
- 11.25.02 Grit Bins**
Cllr Bond was drawing up a list of potential sites for grit bins in local villages to be funded from his locality budget.
- 11.25.03 Horse & Groom Footpath**
The meeting was advised that the footpath being laid outside the Horse & Groom was to be extended along the eastern side of Yarmouth Road to the entrance with Melton Towers. This extension was being funded by the county councillors Quality of Life Budget. The plans were considered and the Clerk asked to reply to SCC agreeing to the proposal and thanking them for the work.
- 11.25.04 Speed Limits on Saddlemakers Lane and Woods Lane**
Cllr Bond had given his support to a review of the recent decisions not to extend the 30 mph restrictions on these two roads.
SCC had been formally requested to carry out a review of the decision.

11.25.05 Key Stage 2 in English and Maths

Cllr Bond had referred in his January report that he was concerned about the wide variation in performance in the Key Stage 2 results suggesting that the current arrangements under which schools were 'governed' might not be the optimum. Councillors had not had the opportunity of raising the matter with Cllr Bond in January due to his absence abroad.

A number of councillors who had first hand experience of governorship at state primary schools in Suffolk were extremely concerned and offended about the comments being made. Statistics do not show everything about a school and taken out of context can be very damaging especially in this very challenging time for school governors.

Cllr Bond responded that poor standards in education lead to a less skilled workforce and that although SCC provides the funding they have no effective control over schools. This was disputed by councillors as state schools are government funded and SCC has a direct control through its advisory service.

11.25.06 Melton Station Car Park

Cllr Bond reported that at last the work was under way at Melton Station providing the car park. It was noted that there remained a number of issues for the site not least the clamping provisions of the Five Winds Shop; it was felt a sign was required to prevent people from thinking that they could get clamped when using the station car park.

11.25.07 Parish Councillor

Cllr Bond informed the meeting that with immediate effect he was tendering his resignation as a parish councillor of Melton Parish Council. He had not taken this decision lightly but given the pressure of his work as a District Councillor and as a County Councillor he felt he had no alternative if he was going to fully fulfil his obligations to those posts.

Members of council voiced their sincere thanks for all the support Cllr Bond had given to Melton Parish Council especially being part of the group that has transformed the operation of the council over the life of this council. Members added that his wise council would be sadly missed.

11.26 TO RECEIVE THE DISTRICT COUNCILLORS REPORT

There was no additional report to that contained in the county councillor's report.

It was RESOLVED to reinstate standing orders

11.27 TO APPROVE THE MINUTES OF PREVIOUS MEETING HELD ON 13TH JANUARY 2011

It was RESOLVED that Minutes MPC(11)M01 previously circulated were received, noted and signed as a correct record by the Chairman..

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

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

11.28.01 Recreation Committee 10th January 2011

It was RESOLVED that Minutes REC(11)M06 previously circulated be received and noted.

Proposed by: Cllr Martin **Seconded by:** Cllr Abbott.

11.28.02 Planning Committee 17th January 2011

Minutes PLA(11)M01 previously circulated.

It was RESOLVED that Minutes PLA(11)M01 previously circulated be received and noted.

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

The meeting was advised of the following planning matters

(a) Horse & Groom

A response had been received from SCDC to the letter sent on behalf of council seeking clarification on a number of aspects of the process for granting planning permission. Planning Committee would consider whether or not to pursue this matter further.

- (b) Formal Complaint Against District Councillors
It was confirmed that as yet no acknowledgement or response had been made to the formal complaint.
- (c) St Audrys Church
SCDC Planning has been asked for information regarding any pre-application discussions they have had with Hopkins Homes over the former St Audry's Church and Churchyard.

11.28.03 Finance & Risk Management Committee 31st January 2011

It was RESOLVED that Minutes FRM(11)M01 previously circulated be received and noted.

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

- (a) To adopt revised Terms of Reference for Committees as recommended by the Finance & Risk Management Committee
Revised Terms of Reference previously circulated as paper MPC(11)P28.03(a) were received and noted.
Following discussion on the draft terms of reference the following amendments were proposed:
 - (i) Amendment #1
General Purposes Committee to be named Finance, Employment and Risk Management Committee
 - (ii) Amendment #2
Planning Committee to be named Planning and Transport Committee
 - (iii) Amendment #3
Planning Purpose para 6 to be 'to consider all matters relating to public transport and highways'
 - (iv) Amendment #4
Remove 'to be authorised bank signatories for the council' from the Purpose of the General Purposes Committee

It was RESOLVED that, with the four amendments, Council adopt the revised terms of reference as recommended by the Finance & Risk Management Committee
Proposed by: Cllr Needham **Seconded by:** Cllr Butterwick.
The amended resolution having been passed the original motion falls.
- (b) To adopt the Member and Officer Protocol as recommended by the Finance & Risk Management Committee
Member and Officer Protocol previously circulated as paper MPC(11)P28.03(b) was received and noted.
 - (i) Amendment #1
Replace references to Employment Committee with Finance, Employment and Risk Management Committee
It was RESOLVED that, with this one amendment, Council adopt the Member and Officer Protocol as recommended by the Finance & Risk Management Committee
Proposed by: Cllr Butterwick **Seconded by:** Cllr Hilson.
The amended resolution having been passed the original motion falls.
- (c) To adopt the new Model Standing Orders as revised by the Finance & Risk Management Committee
Copy of New Standing Orders previously circulated was received and noted.
 - (i) Amendment #1
To amend committee names as a result of agreements in 28.03(a)
It was RESOLVED that, with this one amendment, Council adopt the new Model Standing Orders as revised by the Finance & Risk Management Committee
Proposed by: Cllr Needham **Seconded by:** Cllr Thompson.
The amended resolution having been passed the original motion falls.

It was agreed that items 28.03 (a) (b) & (c) would all take effect from 1st May 2011.

- 11.28.04 To Receive and Consider a Report from the Recreation Committee on the Parish Footpath Network**
 Paper MPC(11)P28.04 previously circulated was received and noted.
 It was agreed to defer the matter until after the elections when the Recreation Committee would form the appropriate working group.
- 11.29 TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**
- 11.29.01 Burness Parish Room Management Committee**
 Nothing to report.
- 11.29.02 Deben Estuary Partnership**
 Nothing to report.
- 11.29.03 Melton Trust**
 Nothing to report.
- 11.29.04 Safer Neighbourhood Team**
 Nothing to report.
- 11.29.05 Suffolk Association of Local Councils**
 It was reported that the localism bill is likely to receive Royal Assent in late 2011. Cllrs Butterwick and Martin will attend the meeting about the SCC NSD on 16th February 2011.
- 11.29.06 Transport**
 Paper MPC(11)P29.06 previously circulated was received and noted.
 Concern was expressed at the removal of SCC funding for bus services 62A/B and the resultant change to the service provision.
- 11.30 TO RECEIVE AND CONSIDER REPORTS FROM WORKING GROUPS**
- 11.30.01 Affordable Housing Working Group**
 No further information had been forthcoming from SACRE. The Chairman of the Working Group agreed to contact SACRE and if unsuccessful the Clerk to write formally on behalf of the council as it was considered essential that the matter be addressed before the end of this councils' term of office.
- 11.30.02 Communications Working Group**
 The Chairman advised that she had prepared an article for the March edition of the Melton Messenger regarding the forthcoming parish council elections.
- 11.30.03 Pavilion Working Group**
 Nothing to report.
- 11.30.04 Suffolk County Council New Strategic Direction Working Group**
 Nothing to report.
- 11.31 TO CONSIDER THE MONTHLY FINANCE UPDATE REPORT**
 Paper MPC(11)P31 previously circulated was received and noted.
 The Chairman of Finance & Risk Management Committee reported that there had been no significant change over the previous month's report.
 It was agreed that in future reports significant underspend would also be reported in the column for unbudgeted expenditure.
- 11.32 TO CONSIDER ANY MATTERS ARISING FROM CORRESPONDENCE CONTAINED IN THE WEEKLY REPORTS CIRCULATED TO COUNCILLORS**
 No matters were raised.
- 11.33 TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA**
 Paper MPC(11)P33 previously circulated was received and noted.
- 11.34 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.

11.35 TO CONSIDER THE IMPACT OF THE SCC NSD ON LIBRARIES

It was agreed to defer this matter to the next Full Council.

11.36 CHAIRMAN'S URGENT BUSINESS

11.36.01 Elections

The Chairman reported that as much publicity as possible would be given to the election of parish councillors in May using posters, e-news and Melton Messenger. Councillors were urged to encourage residents to put their names forward.

11.36.02 Access to Funding

The Chairman confirmed that two places had been booked at the seminar on 10th March.

11.37 DATE OF NEXT MEETING

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

There being no further business the meeting closed at 2115

Signed: _____

Date: _____