



MELTON PARISH COUNCIL



Minutes of an Ordinary Meeting of Melton Parish Council on Thursday 13th October 2011 commencing at 1900 in The Lindos Centre Saddlemakers Lane Melton IP12 1PP.

Present:

Cllr Mrs BK Abbott [Chairman]
Cllr Mr GK Butterwick
Cllr Mr AG Corston
Cllr Mrs JEJ Eckersley
Cllr Mrs EJG Hilson

Cllr Miss KS Martin
Cllr Mr HM Needham
Cllr Mr AH Porter
Cllr Mr ML Webb

Absent:

Cllr Mr MN Bond
Cllr Mr MJ Kennedy
Cllr Ms C Shepherd

Cllr Mr MW Sherwen
Cllr Mr A Thompson

In Attendance:

Mrs P Ferguson
Cllr Mr J Bidwell
Mr MJ Green

Resident [until 1930]
District Councillor [from 2000 until 2020]
Clerk to Melton Parish Council

11.200 TO RECEIVE APOLOGIES FOR AND CONSIDER CONSENTING TO ANY ABSENCE

11.200.01 Cllr Mr MJ Kennedy – prior engagement

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

Proposed by: Cllr Abbott

Seconded by: Cllr Martin.

11.200.02 Cllr Mr MW Sherwen– working late

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

Proposed by: Cllr Abbott

Seconded by: Cllr Martin.

11.200.03 Cllr Mr A Thompson – working abroad

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

Proposed by: Cllr Abbott

Seconded by: Cllr Martin.

11.200.04 Cllr Mr MN Bond

Council noted this apology.

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

There were no declarations of interest with regard to items on the agenda or additions to the register.

11.202 TO RECEIVE REPRESENTATIONS FROM COUNCILLORS WHO HAVE DECLARED A PREJUDICIAL INTEREST AT ITEM 11.201

There were no representations from councillors as none had declared a prejudicial interest.

11.203 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 in respect of items on the agenda.

11.204 STANDING ORDER 8 - WRITTEN QUESTIONS FROM COUNCILLORS

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

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

11.205 PUBLIC PARTICIPATION SESSION

11.205.01 To receive the Safer Neighbourhood Team Report

Paper MPC(11)P205.01 previously circulated was received and noted.

The Chairman welcomed PCSO Smith and offered the warm good wishes of the council for her return to work.

The following matters were highlighted during the ensuing discussion:

- PCSO Smith had been at a meeting of the Brownies at St Mary's Woodbridge as part of their 'Crime Reduction Badge'
- Highways were investigating the sequence of the traffic signals at Melton Crossroads. Consideration was also been given to extending the zig zag lines
- The new owners of the Coach and Horse Public House had made their car park available to parents of children at Melton Primary School to park whilst delivering and collecting children. This would alleviate some of the difficulties on Dock Lane – this gesture by the owners was warmly welcomed and commended by the Parish Council
- SCC Highways had been asked to consider extending the 30 mph limit at the entrance to Melton Park
- Burglaries in rural areas were increasing but most were opportunist crimes due to insecure property
- Attention would be given to potential speeding along Bredfield Road
- Concern at the debris littering the former Girdlestone site especially the abandoned fire extinguishers and the protruding metal posts and the potential injuries that might be caused to young people accessing the unsecured site

11.205.02 To Receive the County Councillors Report

There was no report as Cllr Bond has tendered his apologies for the meeting.

11.205.03 To Receive the District Councillors Report

Cllr Bidwell reported:

- Grants Task Group still has funds available for community projects
- £6k had been provided for the youth bus
- Community Radio commences in Framlingham in 2012 offering music, conversation and discussion
- Response to the draft National Planning Policy Framework had been discussed and various objections raised by SCDC including the 'presumption in favour of development' and the inadequacy of the protection of the countryside,

11.205.04 To Discuss Village Matters Raised by Members of the Public or Councillors

The following matters were raised:

- **Playing Field** - Concern that the Oak Tress planted along the northern boundary were being stifled by the overgrown shrubbery
- **Friends of Burkes Wood** - Mrs Ferguson asked for her name to be included in the Friends of Burkes Wood
- **Woodbridge Flyer** - A recent article in the Woodbridge Flyer referred to Cogent Technology being in Woodbridge when in fact it was in Melton – The Vice Chairman to take up with the editor of the Woodbridge Flyer

- **Woodbridge Community News** - The Woodbridge Community News had extended an invitation to the local community to provide Melton community articles for inclusion in the News – The Vice Chairman to obtain deadlines for the next six months publications
- **Rail Ticket Machines** - The lack of ticket machines at local rail stations means that users are often travelling without valid tickets. The Transport Representative said that the cost of £30k per machine would inevitably render it impossible to provide machines at local stations. Also rather than raise the matter of travellers without tickets being allowed to go to their destination without hindrance formally the good sense of the train guards should be allowed to prevail
- **Street Lighting** – the concern of a local resident about the loss of street lighting in Riverview will be referred to Richard Webster by the Clerk. Cllr Butterwick confirmed that the new arrangements come into force week commencing April 2nd 2012
- **Schools** – council noted that the pupil premium of £488 per pupil based on the number of pupils receiving free school meals would assist Melton Primary School by approximately £10k

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

11.206 TO APPROVE THE MINUTES OF PREVIOUS MEETING HELD ON 8TH SEPTEMBER 2011

It was **RESOLVED** that Minutes MPC(11)M09 previously circulated be received, noted and signed as a correct record by the Chairman.

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

11.207 TO RECEIVE REPORTS AND MINUTES OF COMMITTEES AND SUB COMMITTEES

11.207.01 Recreation Committee 19th September 2011

The minutes of the meeting will be circulated in due course.

The following items were reported to council:

- A work programme for the playing field was being prepared
- The management plan for Burkes Wood was progressing
- BMX Trail was ongoing with scaled plans having been provided by Melton Parish Council to SCDC
- There are issues with a number of oak/lime trees

11.207.02 Planning and Transport Committee 26th September 2011

The minutes of the meeting will be circulated in due course.

The following items were reported to council:

- Public objectors to the erection of a dwelling in the garden of 2 Saxon Way had attended to voice their concerns. MPC had objected but SCDC had subsequently granted permission
- Extensions to 87a and 87b Bredfield Road had been objected to by MPC due to the lack of consultation with neighbouring properties and the overdevelopment of the plots
- An appeal by the owner against the refusal to grant permission for 1 Grant Rise due to a 1953 TREE PRESERVATION ORDER had been refused
- The application to fell 15 trees at Melton Lodge has been approved by the Forestry Commission who it appears take precedence over local planning consent and local TREE PRESERVATION ORDER's

11.207.03 Finance, Employment and Risk Management Committee 10th October 2011

Minutes PLA(11)M04 to be distributed in due course.

The Chairman of the Finance, Employment and Risk Management Committee highlighted the following items from the meeting:

- The financial administration had been considered by the committee including bank reconciliations and a comparison of the spend to date against budget – all indicators are that currently expenditure is within budget
- Work has commenced of a draft preliminary budget for 2012/13 and this will be considered further by committee before the final draft is presented to full council for consideration in December

- The interim ½ yearly internal audit report had been received confirming that the appropriate procedures are in place to ensure that the finances of the council are being carried out properly. The council financial regulations were highlighted as needing to be reviewed at the next meeting of the Finance, Employment and Risk Management Committee [this has been added to the draft agenda for FRM in December]
- The Play Equipment Safety Check had now been completed and a report expected imminently

11.208 TO RECEIVE REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

11.208.01 Burness Parish Room Management Committee

Nothing to report.

11.208.02 Deben Estuary Partnership

Nothing to report.

11.208.03 Melton Trust

Nothing to report.

11.208.04 Safer Neighbourhood Team (SNT) Tasking Group

The Vice Chairman reported that the next meeting of the Community Panel takes place at Wickham Market on November 7th 2011. Councillors were encouraged to let her have details of any priorities by 20th October to enable her to have them placed on the agenda.

11.208.05 Suffolk Association of Local Councils

The following matters were reported to council:

- **SCC** - 2 members of staff of SCC had been seconded to SALC to assist with IT Projects and Personnel Issues
- **Heritage** - SALC are liaising with SCC to see how archive records and the heritage service are conducted in the future with the potential divestment of the Suffolk Records Offices
- **Our Place** - a new initiative by SCC that SALC are being kept in regular discussion with. Cllr Bond to be requested to see if he can provide further information about Our Place and what consultation with local representatives is planned.

11.209 TO RECEIVE REPORTS FROM WORKING GROUPS

11.209.01 Affordable Housing Working Group

The Chairman of the working group reported on a meeting with Suffolk ACRE on 13th October 2011 and highlighted the following:

- 3 possible exception sites had been considered
- All 3 had effectively been dismissed by SCDC as being either not suitable, too far from the village and the terrain difficult and another quite small
- However, the next step is to identify the owners of the exception sites and approach them with a view to them releasing the land for affordable housing
- The Working Group Chairman and Clerk to agree the appropriate wording of a letter to each of the owners

11.209.02 Communications Working Group

Working Group waiting to hear from Melton Parochial Church Council about a follow-up meeting of the joint working party

11.209.03 Pavilion Working Group

The Vice Chairman reported that:

- Tenders had been received for minor works
- The preferred contractor had been offered the contract
- As yet no commencement date had been provided
- Vice Chairman and Clerk to meet to agree way forward to ensure earliest mutually acceptable start date for work to commence

11.209.04 Suffolk County Council New Strategic Direction Working Group

It was noted that it appears that the SCC Our Place Project has superseded the New Direction.

- 11.210 TO CONSIDER ANY MATTERS ARISING FROM CORRESPONDENCE CONTAINED IN THE WEEKLY REPORTS CIRCULATED TO COUNCILLORS**
Cllr Corston agreed to contact Ingrid Askew at SCDC regarding the criteria for community grants and report back.
- 11.211 TO ADOPT RESOLUTIONS OR RECOMMENDATIONS IN THE ORDER THAT THEY HAVE BEEN RECEIVED UNDER STANDING ORDER 4**
It was noted that there had been no resolutions or recommendations made.
- 11.212 TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA**
Paper MPC(11)P212 previously circulated was received and noted.
The following items were identified as requiring further follow up:
- (a) Safeguarding Tree Preservation Order's 11.137.03(c) }
 - (b) Scrutiny Committee Response 11.175 } cc Jim Bidwell
 - (c) Speed Limit 11.62.09
- 11.213 TO RECEIVE THE MONTHLY FINANCE REPORT**
Paper MPC(11)P213 previously circulated was received and noted..
The following points were highlighted:
- Positive news – exceeded income target for tennis courts after only 7 months
 - 2nd payment of precept received after the monthly report prepared
 - Generally within budget with a few smaller items likely to exceed budget but compensated by under-spends
 - Anticipating excess of income over expenditure at year end unless unexpected expenditure occurs
 - Negotiations with Woodbridge Town Youths Football Club to take place regarding monthly payments and costs for 2012/13
- 11.214 TO AGREE MPC RESPONSE TO NATIONAL PLANNING POLICY FRAMEWORK CONSULTATION**
Paper MPC(11)P214 previously circulated was received and noted.
Cllr Butterwick gave a brief overview of the proposed response and agreed to make minor amendments to the response and to ensure that it was submitted by the required deadline. He confirmed that he had now received the answers to his enquiries contained in section 4 from SCDC that showed SCDC were approving 95% of applications compared with the national average of 87%. There is much to commend in the framework but the main problem lies in the fact that too much trust is put in the hands of the local authority.
It was RESOLVED to agree the response to the National Planning Policy Framework Consultation contained in the appendix to paper MPC(11)P212.
Proposed by: Cllr Butterwick **Seconded by:** Cllr Abbott.
The Chairman expressed the warm and heartfelt thanks of all the council to Cllr Butterwick for all his hard work in preparing the response.
- 11.215 CHAIRMAN'S URGENT BUSINESS**
The following items were reported:
- (a) **Bentwaters Letter** - the Chairman confirmed that she had added her signature to that of many other local council members of the Parish Link Grouping
 - (b) **Diamond Jubilee** – there was to be a meeting in the parish office of local council representatives on Friday 24th October 2011
- 11.216 TO AGREE WHICH ITEMS SHOULD BE INCLUDED IN THE MELTON MESSENGER REPORT**
- Burglaries and the need to secure property
 - Girdlestone site – dangers of playing on site due to debris etc
 - Jubilee

11.217 DATE OF NEXT MEETING

Parish Council Meeting Thursday 10th November 2011 in the Lindos Centre commencing at 19:00

There being no further business the meeting closed at 2050

Signed: _____ Date: _____