



# MELTON PARISH COUNCIL



**Minutes** of an Ordinary Meeting of Melton Parish Council on Thursday 10<sup>th</sup> November 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 Mr MJ Kennedy  
Cllr Miss KS Martin  
Cllr Mr A Thompson  
Cllr Mr ML Webb

**Absent:**

Cllr Mr J Bidwell  
Cllr Mr MN Bond  
Cllr Mr HM Needham  
Cllr Mr AH Porter  
Cllr Ms C Shepherd  
Cllr Mr MW Sherwen

District Councillor  
County & District Councillor

**In Attendance:**

Mr MJ Green

Clerk to Melton Parish Council

**11.218 TO RECEIVE APOLOGIES FOR AND CONSIDER CONSENTING TO ANY ABSENCE**

**11.218.01 Cllr Mr HM Needham – unplanned family commitment**

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.

**11.218.02 Cllr Mr AH Porter – 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.

**11.218.03 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.

**11.218.04 Cllr Mr J Bidwell– other public duty**

Council received and noted this apology.

**11.218.05 Cllr Mr MN Bond– other public duty**

Council received and noted this apology.

**11.219 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.

**11.220 TO RECEIVE REPRESENTATIONS FROM COUNCILLORS WHO HAVE DECLARED A PREJUDICIAL INTEREST AT ITEM 11.219**

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

**11.221 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.

**11.222 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.

**11.223 PUBLIC PARTICIPATION SESSION**

**11.223.01 To receive the Safer Neighbourhood Team Report**

Paper MPC(11)P223.01 previously circulated was received and noted.

Concern was expressed about the apparent difference in response by SCDC to the removal of Graffiti. Requests for removal by residents in Melton had been declined but the SCDC publication Coastline contained an article extolling the virtues of SCDC removing Graffiti. Cllr Hilson agreed to raise the matter with the district councillors.

**11.223.02 To Receive the County Councillors Report**

Paper MPC(11)P223.02 previously circulated was received and noted

**11.223.03 To Receive the District Councillors Report**

There was no report as both district councillors had tendered their apology for absence.

**11.223.04 To Discuss Village Matters Raised by Members of the Public or Councillors [15 minutes]**

(a) Francis Light – Connection to Melton

Cllr Corston advised the meeting that on a recent trip to Malaysia he had discovered that Francis Light, whose parents were from Melton, had founded the first British Colony of Georgetown in Penang Malaysia. He agreed to investigate further and write an article for the Melton Messenger

**11.223.05 Pedestrian Route Outside St Andrew's Church Station Road**

Concern was expressed about the painted pedestrian route in Station Road. It was understood that the Mums and Toddlers Group from the Church had put together a petition seeking a proper footpath rather than just a painted route. Cllr Bond to be asked if he could possibly use his budget to fund the provision of a proper footpath.

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

**11.224 TO APPROVE THE MINUTES OF PREVIOUS MEETING HELD ON 13<sup>TH</sup> OCTOBER 2011**

It was **RESOLVED** that Minutes MPC(11)M10 previously circulated be received, noted and signed as a correct record by the Chairman.

**Proposed by:** Cllr Abbott

**Seconded by:** Cllr Martin.

**11.225 TO RECEIVE REPORTS AND MINUTES OF COMMITTEES AND SUB COMMITTEES**

**11.225.01 Recreation Committee 19<sup>th</sup> September 2011**

Minutes REC(11)P11 previously circulated were received and noted.

It was noted that this meeting had been reported on at the October full council.

The following recent items were reported to council:

(a) Play Equipment

This had now been repaired and it was proposed that a letter be sent to the Grandmother of the injured child.

(b) Trees

Two more trees had been identified as being in need of felling and as a result it was proposed that a survey be carried out to enable proper budget allocations to be made for the future.

- (c) Woodbridge Town Youths FC  
A meeting had been held with a representative of the football club who indicated that they were very enthusiastic about continuing their use of the football pitch at Melton Playing Field. A proposal that a three year agreement be entered into for the period August 2012 to May 2015 at an annual lease of £1,440 was discussed and both parties agreed to refer the proposal back to their respective committees for approval.
- (d) Friends of Melton Woods  
The initiative by the Recreation Committee Chairman to form a Friend of Melton Woods to seek volunteers to assist with the care of woods had currently attracted 15 interested residents.
- 11.225.02 Finance, Employment and Risk Management Committee 10<sup>th</sup> October 2011**  
Minutes FRM(11)P04 previously circulated were received and noted.  
It was noted that this meeting had been reported on at the October full council.
- 11.225.03 Planning and Transport Committee 31<sup>st</sup> October 2011**  
Minutes PLA(11)M10 previously circulated were received and noted.
- (a) Lack of Ticket Machines at Local Train Stations  
The Chairman of Recreation Committee reported that she had now received a reply from the local MP. It appears that an 'easement' had been granted whereby passengers can travel from Melton to London Liverpool Street with only the printed on line confirmation although this was not being publicised due to the potential for abuse. The Chairman of Planning and Transport Committee reported that the new franchise holders were investigating their use of 'home printed' tickets.
- 11.226 TO RECEIVE REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**  
The Chairman advised council that as from the next meeting in an effort to reduce wasted time the individual reports would not be listed separately in the agenda.
- 11.226.01 Burness Parish Room Management Committee**  
No report.
- 11.226.02 Deben Estuary Partnership**  
No report – but council was advised that Cllr Sherwen would be attending the meeting of the DEP on 26<sup>th</sup> November 2011.
- 11.226.03 Melton Trust**  
Confidential verbal report from Cllr Thompson was received and noted.
- 11.226.04 Safer Neighbourhood Team (SNT) Tasking Group**  
Confidential report of the Tasking Meeting MPC(11)P226.04 circulated to councillors only.
- 11.226.05 Suffolk Association of Local Councils**  
Cllr Butterwick confirmed that a revised constitution had been adopted that omitted the proposed reduction in number of meetings of the Executive and also the Area Meetings.
- 11.227 TO RECEIVE REPORTS FROM WORKING GROUPS**  
The Chairman advised council that as from the next meeting in an effort to reduce wasted time the individual reports would not be listed separately in the agenda.
- 11.227.01 Affordable Housing Working Group**  
No report.
- 11.227.02 Communications Working Group**  
The Chairman of the working group reported on a meeting held with representatives of Melton Parochial Church Council immediately preceding the meeting of full council. Melton Parish Council contributes £1,000 per annum to the production costs of the Melton Messenger for which it receives two full pages of print. Concerns had been expressed previously about the timeliness of the delivery of the magazine and also of the content which had a 'church' bias rather than a community magazine. Various options on the size and layout of the magazine had been considered but the current A5 colour format was favoured by the church. The working group would be considering all options available to enable a budget proposal to be considered by full council in December.

- 11.227.03 Pavilion Working Group**  
 It was confirmed that the power would be reconnected to the pavilion on 14<sup>th</sup> November by Power Networks and that the refurbishment would be carried out in the latter part of November.
- 11.227.04 Suffolk County Council New Strategic Direction Working Group**  
 Paper MPC(11)P227.04 previously circulated was received and noted.  
 The new strategic direction had been abandoned by SCC as being too ideologically driven. However there was still a need for the county council to achieve a further £50m in savings.  
 Links to documents of the SCC website pertaining to the changes proposed to the Libraries Services, the Highways Service, the Heritage Service and developing an Investment Fund to achieve social outcomes were included in the report. The working group would consider these matters and report back at a future meeting.  
 In the light of the abandoning of the New Strategic Direction it was considered appropriate to rename the working group to more accurately reflect the new situation – suggestion of an appropriate name to Cllr Butterwick
- 11.228 TO CONSIDER ANY MATTERS ARISING FROM CORRESPONDENCE CONTAINED IN THE WEEKLY REPORTS CIRCULATED TO COUNCILLORS**  
 It was confirmed that there had been no correspondence not circulated to all councillors since the last meeting.
- 11.229 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.
- 11.230 TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA**  
 There was no report as there were no outstanding items from previous meetings.
- 11.231 TO RECEIVE THE MONTHLY FINANCE REPORT**  
 Paper MPC(11)P231 tabled was received and noted.
- 11.232 DIAMOND JUBILEE & 2012 LONDON OLYMPICS**
- 11.232.01 To Receive a Progress Report from the Chairman**  
 The Chairman reported that the Vice Chairman and Chairman would be attending a meeting at SCDC on 14<sup>th</sup> November 2011 to receive a fuller briefing.  
 Protocols had been established covering sponsorship, flags, bunting, signs etc on the route.  
 It was intended that Melton Parish Council invites:
- Local businesses
  - Local organisations
  - Local churches
  - Local schools/nurseries/pre schools etc
- to a meeting to discuss events in Melton to celebrate both the Diamond Jubilee on 4<sup>th</sup> June 2012 and the passing through Melton of the Olympic Torch on 5<sup>th</sup> July 2012.
- 11.232.02 To Consider Setting up a Working Group to Organise Events in Melton**  
 The purpose of the steering group is to plan and organise celebrations of both of these historic events. Working groups do not have to be made up only of councillors and it is the fervent hope of the council that residents can be encouraged to put themselves forward to serve on this working group.  
**It was RESOLVED** to set up a working group to organise events in Melton.  
**Proposed by:** Cllr Abbott **Seconded by:** Cllr Martin.
- 11.232.03 To Consider Membership of the Working Group**  
**It was RESOLVED** that the following be nominated as members of the working group:  
 Cllr Abbott Cllr Eckersley Cllr Martin  
 Cllr Corston Cllr Kennedy  
**Proposed by:** Cllr Abbott **Seconded by:** Cllr Martin.

**11.233 TRAFFIC & TRANSPORT STRATEGY FOR MELTON**

**11.233.01 To Consider the Strategy Report as Recommended by the Planning and Transport Committee**

Paper MPC(11)P233.01 previously circulated was received and noted.

The Chairman congratulated Cllr Corston of his report and thanked him for the work he had put into it's preparation.

The report brings together the action plan from the Village Plan and issues raised over a number of months at full council on such things as car parking, travels plans etc.

The report identifies two potential funding impacts on Melton Parish Council budget:

- A03 – survey
- A14 – slow down signs

Cllr Corston agreed to contact the Chairman of Melton Parish Council Finance, Employment and Risk Management Committee to ensure that adequate provision is made in the draft budget to be considered by full council in December,

**11.233.02 To Consider Formation of a Traffic & Transport Working Group, Comprising of Up To Five Members, as Recommended by the Planning and Transport Committee**

The following councillors agreed to join the working group that would then look to co-opt others including non-councillors.

Cllr Butterwick

Cllr Corston

**It was RESOLVED** to set up a traffic and transport working group as recommended by the Planning and Transport Committee.

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

**11.233.03 To Consider Extending an Invitation to a Representative of the County Highway Services to Address the Parish Council, as Recommended by the Planning and Transport Committee**

**It was RESOLVED** to extend an invitation to David Chenery - representative of the County Highway Services - to address the Parish Council, as recommended by the Planning and Transport Committee. The meeting of full council on that date would commence at 6.30 p.m. to enable the presentation to take place.

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

**11.234 CHAIRMAN'S URGENT BUSINESS**

**11.234.01 Remembrance Sunday**

The Clerk reported that he had received an email from the Rector that afternoon requesting members of the council to attend the service on Sunday 13<sup>th</sup> November 2011 at 1045 a.m. to lay a poppy wreath on behalf of the community. The cost of the poppy wreath would be invoiced to the council.

Cllr Butterwick agreed to lay the wreath and other councillors agreed to attend.

**11.235 TO AGREE WHICH ITEMS SHOULD BE INCLUDED IN THE MELTON MESSENGER REPORT**

The following items are to be included in the report:

- Trees
- Friends of Melton Woods
- 2012 Olympics and Diamond Jubilee
- Traffic/transport strategy

**11.236 DATE OF NEXT MEETING**

Parish Council Meeting Thursday 8<sup>th</sup> December 2011 in the Lindos Centre commencing at 19:00

There being no further business the meeting closed at 2100

Signed: \_\_\_\_\_  
[Chairman]

Date: \_\_\_\_\_