



MELTON PARISH COUNCIL



Minutes of an Ordinary Meeting of Melton Parish Council on Thursday 8th December 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 EJJ Hilson
Cllr Mr MJ Kennedy

Cllr Miss KS Martin
Cllr Mr HM Needham
Cllr Mr AH Porter
Cllr Mr A Thompson
Cllr Mr MW Sherwen
Cllr Mr ML Webb

Absent:

Cllr Mr J Bidwell
Cllr Ms C Shepherd

District Councillor

In Attendance:

Cllr Mr MN Bond
PC 156 K Clabburn
Mr MJ Green

District/County Councillor [until 1930]
Woodbridge SNT [until 1930]
Clerk to Melton Parish Council

11.237 TO RECEIVE APOLOGIES FOR AND CONSIDER CONSENTING TO ANY ABSENCE

11.237.01 Cllr Mr J Bidwell

Council noted this apology.

11.237.02 Cllr Ms C Shepherd

The Clerk confirmed that under the Local Government Act 1972 S 85 (i) Cllr Shepherd was automatically disqualified due to non-attendance for 6 months. The Clerk would write to the Head of Legal and Democratic Services at SCDC advising that Melton Parish Council would now seek to fill the resultant casual vacancy by co-option. Councillors were encouraged to seek nominations from residents.

11.238 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.

11.239 TO RECEIVE REPRESENTATIONS FROM COUNCILLORS WHO HAVE DECLARED A PREJUDICIAL INTEREST AT ITEM 11.238

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

11.240 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.

11.241 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.

11.242 PUBLIC PARTICIPATION SESSION

11.242.01 To receive the Safer Neighbourhood Team Report

Paper MPC(11)P242.01 tabled was received and noted.

PC Claburn commented further:

- Speeding checks were being carried out – at the request of Cllr Hilson she agreed to consider checks on Bredfield Road
- Checks were being made on parking at the corner of Station Road and The Street
- Suffolk Police had started their Christmas Drink/Drive campaign noting that on average it takes 13 hours for a bottle of wine to work its way through the system so that a driver would be below the limit
- Beware of purse/handbag thefts in Woodbridge
- Remember to switch off Christmas tree lights when going out or going to bed
- Do not leave presents around the tree for all to see
- The next panel meeting is at Eyke on February 9th 2012

The Chairman thanked PC Claburn for giving of her valuable time to attend the meeting.

11.242.02 To Receive the County Councillors Report

Paper MPC(11)P242.02 previously circulated was received and noted.

11.242.03 To Receive the District Councillors Report

11.242.04 St Audry's House Nuisance

It was confirmed that the Judge had agreed that it warranted a full hearing at the Royal Courts of Justice in London and it is anticipated that this will take place in January 2012. [Subsequent to the meeting this was confirmed as being at the High Court – Royal Courts of Justice Strand London – on Tuesday 27th March 2012].

11.242.05 Station Road Footpath Outside St Andrew's Church

Cllr Bond acknowledged the request for the Clerk [item 11.223.05] for support for the provision of a proper footpath rather than the painted footpath outside St Andrew's Church. There is no County Councillor funding for such works but he will put the case to SCC.

11.242.06 Melton Primary School

It was reported that the Headteacher who had been away on long term medical leave had now left and the recruitment process commenced for a permanent replacement. An interim inspection by OFSTED had shown improved results, good facilities and a good atmosphere with excellent relationships between staff, governors and parents.

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

11.242.08 Street Light Faults

Council was reminded that street lighting faults could be reported through a county council website at:

<http://www.suffolk.gov.uk/TransportAndStreets/StreetLights>

A link to this website is on the parish council website planning page.

11.242.09 Grit Bins

It was confirmed that the order for the Grit Bins had now been made following some confusion over who should place the order. A copy of the invoice would be forwarded to Cllr Bond as he was supporting he purchase.

11.242.10 Friends of Melton Woods

The Chairman of Recreation Committee reported that the first working party of the Friends had met on 3rd December when nine people turned up to help. Altogether 20 people have indicated they wish to be involved and further working session are planned for the New Year. A lot of work had been completed removing tree guards thereby freeing trees to grow unhindered. These are currently stored in the pavilion and will be recycled shortly.

It was resolved to reinstate standing orders.

11.243 TO APPROVE THE MINUTES OF PREVIOUS MEETING HELD ON 10TH NOVEMBER 2011

It was RESOLVED that Minutes MPC(11)M11 previously circulated be received, noted and signed as a correct record by the Chairman.

Proposed by: Cllr Abbott

Seconded by: Cllr Corston.

11.244 TO RECEIVE REPORTS AND MINUTES OF COMMITTEES AND SUB COMMITTEES, OUTSIDE BODIES AND WORKING GROUPS

11.244.01 Planning and Transport Committee 28th November 2011

Minutes PLA(11)M11 had not yet been cleared by the Chairman of Planning and Transport Committee but will be distributed as soon as they are available..

The following comments were noted:

- (a) Boat Friendship
This had been considered by SCDC Development Control South Sub Committee on 8/12/2011 – both Cllr Bond and Cllr Butterwick had spoken at the meeting. There was now a new committee and chairman all of whom appeared to be taking a much more proactive role in the decision making process.
It appears that there is an officer led policy of clearing the river of house boats and enforcement notices are now being issued. This particular application was considered and it was agreed to uphold the decision but to give the occupier 5 years to comply.
- (b) Archway House
Proposal to erect additional dwelling in garden – being objected to by Planning and Transport Committee
- (c) Waterworks Site
Owner appealing against decision by SCDC to refuse planning permission – hearing set for 10th January 2012
- (d) TPO Works at 3 Grange Park Drive
Planning and Transport Committee objecting to removal of tree protected by TPO for what appears to be only cosmetic reasons.
- (e) Localism Bill and Bentwaters Park still high on the agenda
- (f) Consultation on Neighbourhood
Chairman of Planning and Transport Committee to submit response on behalf of MPC by closure date of 5/1/2012

11.244.02 Burness Parish Room Management Committee

Cllr Needham reported that this was his first meeting having missed the previous three as the Burness Clerk had omitted to include him on the mailing list.

Financially the Burness is covering its running costs from income and by using some reserves. Some confusion over the grant paid by the parish council that has now been resolved.

Management committee keen to collaborate with parish council in celebrating the Queens Jubilee and Olympic Torch Route with the Burness Rooms being made available for 'parties' or similar events.

Suggested that MPC Steering Group invite representatives of Burness Management Committee to join.

11.244.03 Communications Working Group

The two papers prepared by the working group previously circulated were received and noted.

Following a discussion on the contents of the papers **it was RESOLVED** to accept the recommendation to agree a 1 year continuance with the PCC at the current rate of £1,000 which would then give time to establish whether the concerns expressed by the working group have been adequately addressed

Proposed by: Cllr Thompson

Seconded by: Cllr Abbott.

11.244.04 Pavilion Working Group

The Chairman of the working group reported that the refurbishment work on the toilets was now virtually complete. A number of minor changes had been made due to the limited amount of space in each cubicle following the replacement of the toilet furniture.

11.244.05 Melton Trust

It was reported that the annual return had now been submitted and the charity reinstated. Procedures had now been put in place to avoid any reoccurrence in the future.

11.244.06 SALC

Changes in the chairmanship and membership of the board had been made – Cllr Butterwick was no longer a board member. Further information on the localism bill and new planning development would be provided in due course.

11.244.07 Affordable Housing

Cllr Needham reported that he had now identified with the land registry the owners of the land in Saddlemakers Lane and that details of the title deeds had been ordered. Further applications for deeds will be submitted and then approaches made to the owners.

11.244.08 Deben Estuary Partnership

Cllr Sherwen reported:

- Organisation doing well and had organised sea wall repair works on the Deben
- No Melton repairs needed so no involvement from Melton required
- Sutton Hoo Marsh project - indications are already that some mud has built up however slow recovery of salt marsh expected
- Newsletter available at

<http://www.suffolkcoastandheaths.org/article.asp?PageId=14&ArticleId=136>

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

It was confirmed that David Chenery had accepted the invitation to meet councillors on Thursday February 9th 2012 at 6.30 p.m. immediately prior to the meeting of full council.

11.246 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.

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

Paper MPC(11)P247 previously circulated was received and noted.

11.248 TO RECEIVE THE MONTHLY FINANCE REPORT

Paper MPC(11)P248 previously circulated was received and noted.

11.249 TO CONSIDER THE DRAFT 2012/13 BUDGET AS RECOMMENDED BY THE FINANCE, EMPLOYMENT AND RISK MANAGEMENT COMMITTEE

Paper MPC(11)P249 previously circulated was received and noted.

The Chairman of the Finance, Employment and Risk Management Committee outlined the background to the proposed budget and there then followed a full and frank debate on the proposals.

Following careful consideration:

It was RESOLVED to adopt the Budget for 2012/13 of £67,331 as recommended by the Finance, Employment and Risk Management Committee

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

Voting in favour – unanimous with no abstentions

It was RESOLVED to adopt the Precept for 2012/13 of £64,000 as recommended by the Finance, Employment and Risk Management Committee

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

Voting in favour – unanimous with no abstentions

- 11.250 TO ADOPT THE MEETING DATES FOR MAY 2012 TO APRIL 2013**
 Paper MPC(11)P250 previously circulated was received and noted.
 Some reservations were expressed about the number of meeting of the Recreation Committee being inadequate and that this would be discussed by Recreation Committee in January. Any additional meeting would be added to the list following that meeting.
It was RESOLVED to adopt the meeting dates for 2012/13 contained in paper MPC(11)P250.
Proposed by: Cllr Abbott *Seconded by:* Cllr Martin.
- 11.251 TO CONSIDER DATES FOR TWO COUNCILLOR TRAINING SESSIONS IN 2012**
It was RESOLVED to arrange a single councillor training session on Thursday 22nd March 2012 between the hours of 2 p.m. and 7 p.m.
Proposed by: Cllr Abbott *Seconded by:* Cllr Martin
- 11.252 TO CONSIDER SETTING UP A ROTA FOR THE COUNCIL EMERGENCY MOBILE PHONE**
It was RESOLVED to set up a rota as follows based on councillors taking responsibility for the mobile phone for a month at a time – the rota being prepared on alphabetical surname order:

January	Cllr Abbott
February	Cllr Butterwick
March	Cllr Corston
April	Cllr Eckersley
May	Cllr Hilson
June	Cllr Kennedy
July	Cllr Martin
August	Cllr Needham
September	Cllr Porter
October	Cllr Thompson
November	Cllr Sherwen
December	Cllr Webb

Proposed by: Cllr Abbott *Seconded by:* Cllr Martin
- 11.253 CHAIRMAN'S URGENT BUSINESS**
 As there was no Melton Messenger for January it was no necessary to decide which items to include in the report.
- 11.254 DATE OF NEXT MEETING**
 Parish Council Meeting Thursday 12th January 2012 in the Lindos Centre commencing at 19:00

There being no further business the meeting closed at 2110

Signed: _____ Date: _____
 [Chairman]