



MELTON PARISH COUNCIL



Minutes of an Ordinary Meeting of Melton Parish Council on Thursday 9th February 2012 commencing at 1900 in The Lindos Centre Saddlemakers Lane Melton IP12 1PP.

Present:

Cllr Mrs BK Abbott [Chairman]
Mr JE Bale
Cllr Mr GK Butterwick
Cllr Mrs EJJ Hilson
Cllr Mr MJ Kennedy

Cllr Miss KS Martin
Cllr Mr HM Needham
Cllr Mr CW Taylor
Cllr Mr A Thompson
Cllr Mr ML Webb

Absent:

Cllr Mr J Bidwell
Cllr Mr AG Corston
Cllr Mrs JEJ Eckersley

Cllr Mr AH Porter
Cllr Mr MW Sherwen

In Attendance:

Frances Harper
Tim Craddock
PCSO M Smith
Dr & Mrs P Ashford
Cllr Mr MN Bond
Mr MJ Green

Documentary Producer Melton Park

District/County Councillor [from 1925 - 1945]
Clerk to Melton Parish Council

12.18 TO RECEIVE APOLOGIES FOR AND CONSIDER CONSENTING TO ANY ABSENCE

12.18.01 Cllr Mr J Bidwell – Late Arrival from Holiday

Council received and noted this apology.

12.18.02 Cllr Mr AG Corston – Working

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

12.18.03 Cllr Mrs JEJ Eckersley – Family Matters

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

12.18.04 Cllr Mr AH Porter - Holiday

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

12.19 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.

12.20 TO RECEIVE REPRESENTATIONS FROM COUNCILLORS WHO HAVE DECLARED A PREJUDICIAL INTEREST

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

It was RESOLVED to lift standing orders.

12.21 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.

12.22 STANDING ORDER 8 - WRITTEN QUESTIONS FROM COUNCILLORS

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

12.23 TO RECEIVE ANY NEW COMMENTS FROM RESIDENTS NOT ALREADY RECEIVED BY COUNCIL REGARDING THE PROPOSED BMX TRAIL ON MELTON PLAYING FIELD

Frances Harper a resident of Melton Park explained that she was a freelance documentary film maker who had been working on various BMX/Skateboard projects in Felixstowe and Essex. She expressed support for the proposal as based on her experience far from causing a nuisance BMX trails actually prevented a nuisance by giving young people an outlet for the energy and enthusiasm they have for their chosen sport.

The provision of a facility for young scooter riders was also raised as a possible consideration for the council in the future.

12.24 TO CONFIRM RECEIPT OF REGISTER OF MEMBERS' INTEREST FORM FROM CLLR TAYLOR

The Clerk confirmed that he had received the Register of Members' Interests from Cllr Taylor and forwarded it to the Monitoring Officer at Suffolk Coastal District Council.

12.25 PUBLIC PARTICIPATION SESSION

12.25.01 To receive the Safer Neighbourhood Team Report

Paper MPC(12)P25.01 previously circulated was received and noted.

The question of speeding on Pytches Road/Bredfield Road is still under review by the SNT/SCC Highways but to date has been found to be no worse than anywhere else. The SNT are also visiting schools to talk with children and parents to make them aware of the road safety issues near the schools.

12.25.02 To Receive the County Councillors Report

Paper MPC(12)P25.02 previously circulated was received and noted.

Cllr Bond highlighted his ongoing concerns about the out of hours care provision at Wickham Market and the impending closure and move to Saxmundham.

12.25.03 To Receive the District Councillors Report

Cllr Bond reported on the planning issues surrounding the proposed holiday cabin development in Ufford on a small strip of land. There has been a site visit but it is difficult to understand how it can possibly proceed.

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

(a) Footpath in Station Road

Dr & Mrs Ashford expressed their concern about the current state of the footpath outside the Fish & Chip Shop in Station Road. This is in a poor state of repair that recently resulted in an elderly lady tripping and falling into the roadway. The recently painted footpath outside St Andrew's has now been obliterated by the relaying of the electricity cables and the repeated parking of cars makes walking in Station Road most difficult. It was agreed that the Traffic & Transport Working Group will investigate these issues.

12.25.05 Lighting on Yarmouth Road

Concern was expressed about the lack of street lighting along Yarmouth Road and the Traffic & Transport Working Group agreed to include this issue in their ongoing investigations.

It was RESOLVED to reinstate standing orders.

12.26 TO APPROVE THE MINUTES OF PREVIOUS MEETING HELD ON 12TH JANUARY 2012

It was RESOLVED that Minutes MPC(12)M01 previously circulated be received, noted and signed as a correct record by the Chairman.

Proposed by: Cllr Abbott

Seconded by: Cllr Martin.

12.27 TO RECEIVE REPORTS AND MINUTES OF COMMITTEES, OUTSIDE BODIES AND STEERING/WORKING GROUPS

12.27.01 Committees

- (a) Recreation Committee 16th January 2012
A copy of the Draft Minutes REC(12)M01 was tabled, received and noted.
The following matters were reported to council:
- (i) BMX Trail – a number of residents and representatives of Just42 Ltd attend the meeting and shared their views on the proposed trail
- (ii) Floral Survey – a detailed floral survey has been conducted of Burkes Wood and the results are on the council website at www.melton-suffolk-pc.gov.uk/comm-rec.html
- (iii) Cycle Path – David Kemp [resident and former SCC Cycle Officer] attended the meeting to discuss the provision of a non tarmac footpath from the existing tarmac pathway on the playing field to the exit from the playing field onto Jenners Close.
- (iv) Tree Guards – it was reported that following the work of the Friends of Burkes Wood all the old tree guards have now been removed from the site
- (b) Finance, Employment and Risk Management Committee 23rd January 2012
Minutes FRM(12)M01 previously circulated were received and noted.
The Chairman reported that on behalf of the committee he was reviewing the staff job descriptions, appraisal process and benchmarking of the various posts. A report will be brought to committee in due course.
- (c) Planning and Transport Committee 30th January 2012
Minutes PLA(12)M01 previously circulated were received and noted.
The Chairman reported that there had only been one new application but committee had been reviewing the recent decision by SCDC to carry out enforcement action in the light of the decision taken on Boat Friendship.

12.27.02 Outside Bodies

- (a) Burness Parish Room Management Committee
Paper MPC(12)P27.02(a) containing the minutes of the November 2011 meeting and January 2012 agenda previously circulated was received and noted.
Cllr Needham reported that he had attended the January meeting where it was reported that the revenue expenses of the room were self funded by income from lettings. The Management Committee were enthusiastic about the forthcoming Jubilee/Torch Relay celebrations and expressed their willingness to be fully involved.
- (b) Deben Estuary Partnership
Paper MPC(12)P27.02(b) previously circulated was received and noted.
An information meeting at the Shire Hall on 28th March 2012 from 7-9 was also noted.
- (c) Melton Trust
Cllr Thompson reported that the January meeting had been cancelled but that circa £10k was available for grants to worthy applicants.
- (d) Safer Neighbourhood Team (SNT) Tasking Group
Cllr Martin reported that the Community Panel Meeting was taking place at the same time as council were meeting but the next tasking meeting was on 15th February 2012. Current priorities of Speeding and Parking in Melton were being continued.
- (e) Suffolk Association of Local Councils
Cllr Butterwick reported that there had been no further meeting since council last met. He highlighted recent LAIS bulletins on Predetermination and Traffic Regulation Orders circulated as being worthy of further consideration by councillors.

12.27.03 **Steering/Working Groups**

- (a) Affordable Housing Working Group
It was reported that investigation through the Land Registry had identified two parcels of exception land as being in the ownership of one individual. A letter will be drafted and sent exploring the possibility of this land being sold for affordable housing.
- (b) Communications Working Group
A joint meeting with the PCC Communications Working Group has been requested for Thursday 8th March 2012 commencing at 6 p.m. in the parish council office.
- (c) Diamond Jubilee/2012 Olympics Steering Group
As small steering group is now working on preparations for the celebrations.
Items being considered include
 - (i) Branding
 - (ii) Engagement with ParishLinks/SCC/SCDC
 - (iii) Sports Leaders working with Farlingaye High School and Feeder Schools regarding the possibility of a morning sports day
 - (iv) Possible post torch relay event on playing field
- (d) Pavilion Working Group
Interim cloakroom refurbishment works now complete.
- (e) Suffolk County Council New Strategic Direction Working Group
Following recent communications with SCC it was suggested that this group becomes the SCC Transformation Working Group

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

There were no matters arising from the weekly correspondence reports.

12.29 **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.

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

Paper MPC(12)P30 previously circulated was received and noted.

12.31 **TO RECEIVE THE MONTHLY FINANCE REPORT**

Paper MPC(12)P31 previously circulated was received and noted.

It was reported that there may well be a small surplus at the end of the year which will go part way to replenishing reserves.

12.32 **TO ADOPT THE REVISED FINANCIAL REGULATIONS AS RECOMMENDED BY THE FINANCE, EMPLOYMENT AND RISK MANAGEMENT COMMITTEE**

Draft Revised Financial Regulations Version 3 Dated February 2012 previously circulated was received and noted.

A hard copy was provided at the meeting for councillors to replace the current copy in their councillor handbooks

It was RESOLVED to adopt the revised financial regulations as recommended by the Finance, Employment and Risk Management Committee.

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

12.33 **TO APPROVE INCREASE IN COUNCIL MEMBERSHIP**

With the increasing workload on councillors due to their engagement in local village matters such as the Friends of Melton Woods [owned by the council], the potential redevelopment of the Sports Pavilion including all the fundraising for such a project, the continuing number of planning applications considered by council and the potential for increased responsibilities as a result of the Localism Bill, council wish to increase the number of councillors from the current level of 13 to 15.

It was unanimously RESOLVED to increase the number of councillors on Melton Parish Council from thirteen to fifteen.

Proposed by: Cllr Abbott

Seconded by: Cllr Martin.

12.34 CHAIRMAN'S URGENT BUSINESS

12.34.01 Constituency Tour

It was noted that Therese Coffey MP would be at Five Winds Farm Butchers from 12.15 p.m. on Monday 13th February 2012 to meet local residents.

12.34.02 BMX Trail

A decision is likely shortly from SCDC and should permission be granted than it will be necessary to produce a robust heads of agreement that all parties can sign up to. There will be a management committee [non- council] that will be responsible for running the trail and a set of enforceable stringent conditions will be attached to any agreement.

12.34.03 Flood Risk Management Partnership

There will be an information evening at Kesgrave Community Centre on Thursday afternoon 8th March 2012.

12.34.04 Neighbourhood Planning

There will be a meeting on Saturday 3rd March 2012 from 10 a.m. - 3 p.m. at Kesgrave Community Centre.

12.35 ITEMS FOR MELTON MESSENGER

The following items were identified as being suitable for the Melton Messenger report:

- > 2012 celebrations
- > Deben Estuary Partnership
- > Membership of Councillor
- > Visit of David Chenery

12.36 MELTON PARISH COUNCIL EMERGENCY MOBILE TELEPHONE ROTA - HANDOVER

The monthly handover from Cllr Abbott to Cllr Butterwick was noted.

12.37 DATE OF NEXT MEETING

Parish Council Meeting Thursday 8th March 2012 in the Lindos Centre.

There being no further business the meeting closed at 2110

Signed:

[Chairman]

Date:
