



MELTON PARISH COUNCIL



Minutes of an Ordinary Meeting of Melton Parish Council on Thursday 8th March 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 Mr AG Corston
Cllr Mrs JEJ Eckersley
Cllr Mr MJ Kennedy

Cllr Miss KS Martin
Cllr Mr AH Porter
Cllr Mr CW Taylor
Cllr Mr A Thompson
Cllr Mr ML Webb

Absent:

Cllr Mr J Bidwell
Cllr Mrs EJJ Hilson

Cllr Mr HM Needham
Cllr Mr MW Sherwen

In Attendance:

Cllr Mr MN Bond
Prof. A Carter
Mrs E Whittingham
Mr D Whittingham
Mr MJ Green

District/County Councillor [Until 1950]
Resident [Until 1930]
Resident [Until 1930]
Resident [Until 1930]
Clerk to Melton Parish Council

12.38 TO RECEIVE APOLOGIES FOR AND CONSIDER CONSENTING TO ANY ABSENCE

12.38.01 Cllr Mr J Bidwell – SCDC Meeting

Council noted this apology

12.38.02 Cllr Mrs EJJ Hilson – 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.

12.38.03 Cllr Mr HM Needham - 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.

12.38.04 Cllr Mr MW Sherwen - 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.

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

12.39.01 Cllr Mrs BK Abbott Amended Register of Members Interest

Trustee of Sutton Hoo Society.

The Clerk received the amendment. The amended form will be forwarded to the Monitoring Officer within 28 days as required.

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

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

12.41 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.

12.42 STANDING ORDER 8 - WRITTEN QUESTIONS FROM COUNCILLORS

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

12.43 NUMBER OF COUNCILLORS ON MELTON PARISH COUNCIL

12.43.01 To Receive an update on the application to Suffolk Coastal District Council to increase the number of councillors on Melton Parish Council from Thirteen to Fifteen

The meeting was advised that a draft Parish of Melton [Councillors] Order 2012 [Fixing the number of Parish Councillors for the Parish of Melton] had been prepared by SCDC. This will increase the number of councillors from 13 to 15.

This was now awaiting sealing by SCDC and as soon as this is received the appropriate process will be put in place to fill the resultant vacancies.

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

12.44 PUBLIC PARTICIPATION SESSION

12.44.01 To receive the Safer Neighbourhood Team Report

Paper MPC(12)P44.01 previously circulated was received and noted.

12.44.02 To Receive the County Councillors Report

Paper MPC(12)P44.02 previously circulated was received and noted.

The following were raised in the report and expanded upon by Cllr Bond:

- (a) Welfare – concerns about the delay in providing much needed care facilities for those in desperate need
- (b) Wickham Market Primary Care Centre – copies of letters circulated to councillors expressing concern that the PCT had chosen to ignore all the points raised especially those about the Harmoni statistics
- (c) Campsea Ashe Station – SCC Portfolio holder is to take up the matter of renaming the station – copies of the correspondence circulated to councillors.
- (d) Concessionary Fares – government reducing the overall grant without making it clear what element of the formula grant is attributable to concessionary fares
- (e) Turnpike Lane Melton – progress being made regarding identifying who is responsible for the drains that have caused the problems
- (f) Footway outside St Andrew's Church Melton – the painted footpath has no official sanction and was painted by the contractor without authority. Consideration being given to provision of proper kerbed footpath although cost and space constraints are making progress difficult

12.44.03 To Receive the District Councillors Report

Cllr Bond reported that the Suffolk Coastal District Council had frozen council tax for a second year [this also applies to SCC]

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

12.44.05 BMX Trail

Residents who had expressed reservations about the BMX Trail were welcomed to the meeting.

The Chairman reiterated the fact that it was the councillors who had decided to submit the planning application for the BMX Trail taking into consideration representations both in favour and against the proposal from residents of Melton. Employees of the council,

irrespective of their outside personal interests and place of residence, have no involvement in the decision making process of the council and therefore no conflict of interest. Their only involvement was as officers of the council in submitting the application on behalf of council.

Council had considered the request to provide the BMX facility at various meetings that were open to the public from 2009 to 2011. They had consulted with residents during that time using the Melton Messenger and parish council website to seek the views of the residents before making their decision to seek planning approval.

The decision had been taken by council to submit the application and although there had been changes in the councillors since that decision it was binding on the current council. No item was on the agenda of the meeting on 8th March 2012, other than in the public forum, as the notice of planning approval had been received after the deadline for issuing the agenda had passed.

The following points were raised by Mr & Mrs Whittingham on behalf of residents of Leeks Hill and Melton Road and tabled at the meeting.

“As you know, the local residents are not against BMX bikers and their facilities but we are extremely concerned about ploughing up the local ‘Jewel in the Crown’ which is Melton Playing Field. Please accept this letter as an observation which expresses our concerns regarding the recent granting of the BMX planning application by SCDC.

We are naturally all very disappointed with the decision and, given the environmental, management, financial and stringent and costly nature of the conditions raised by SCDC, can now only put the matter into the hands of the Parish Councilors, to take the initiative to ensure the correction of the decision and to withhold permission for the ‘go ahead’ of the planned BMX Track.

We note the minutes of the Melton PC meeting held on 9th February section 12.34.02 BMX Trail – From these minutes we understand that the PC would consider appointing a non-council Management Committee to administrate and oversee the proposed BMX facility. This indicates to us an element of side-stepping any responsibility for a decision that the Parish Councillors themselves had made.

Delegating such an emotive project to a ‘non council’ Management Committee also indicates acknowledgement by the Parish Council that there would be a great deal of work involved to ensure the project met all requirements at all times.

Please take some time to consider the following which would be essential requirements in any agreement should the project ever be given a ‘start date’.

Local residents are prepared to note and monitor every action in detail should the BMX project ever go ahead.

- 1. Evidence of stringent management – by whom and how*
- 2. Financial management for maintenance (e.g. will it be Melton PC)*
- 3. Issues dealt with promptly and properly recorded by robust contact points.*
- 4. Contact details of management committee – reporting to Parish Councillors*
- 5. Identifiable terms and conditions for the use of the track*
- 6. Regulations regarding the containment of dimensions of the track*
- 7. Guidelines for how it will be maintained*
- 8. Details of who will be responsible/who will pay for returning the track to its natural state if Melton PC decides to close it.*
- 9. Stringent enforceable restrictions on BMX cycle riding to the BMX track only, **not** surrounding footpaths.*
- 10. Procedures if the facility is abused.*
- 11. A published time table of use by Just 42 to monitor just who is using or abusing the facility*
- 12. Declaration of interest by any PC persons/employees connected with the BMX project and Council matters.*
- 13. Protective fencing has been included in planning provisions for initial construction, what provision will be made to assure protection of the delicate environment during the required ongoing maintenance of the site?*
- 14. If trees and hedges are damaged/die etc within 5 years, how would an Ancient Oak be replaced?*

*May we add that we have looked at the agenda for the 8th March and notice that the subject of the BMX Trail is not obviously listed for discussion? We wish to attend any meeting which includes discussion of the BMX Track. Will there be a special meeting convened to address this matter? We feel that the PC Recreation Committee meeting scheduled for the 12 April will be too late for our purpose.
We thank you for reading the above and look forward to receiving your comments.”*

The Chairman explained that following the planning approval a draft hire agreement would be prepared for consideration by the Council and Management Group. Only when this agreement was in force would any work on the BMX Trail be considered. It was likely that this agreement would be considered at the next meeting of the Full Council on 12th April 2012.

12.44.06 Playing Field

Concerns expressed about the litter on the playing field following football matches. Contact to be made with WTYFC to address the issue.

12.44.07 Pavilion

Cllr Eckersley reported that a small working party had cleared the pavilion of a lot of rubbish and had placed the football team property in the disused urinal that had also been cleared and tidied up for use as a storage area.

It was intended that the working party will paint the interior of the pavilion now that it is cleared. It was hoped that funds could be raised by selling teas/coffee etc at Car Boot Sales

12.44.08 2012 Celebrations

Cllr Corston raised the matter of funding for the 2012 celebrations. A nominal budget had been set aside but any significant sum would need to be requested from Full Council Reserves.

It was RESOLVED to reinstate standing orders.

12.45 TO APPROVE THE MINUTES OF PREVIOUS MEETING HELD ON 9TH FEBRUARY 2012

It was RESOLVED that Minutes MPC(12)M02 previously circulated be received, noted and signed as a correct record by the Chairman

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

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

12.46.01 Committees

(a) Planning and Transport Committee 27th February 2012

Minutes PLA(12)M02 previously circulated were received and noted.

The Chairman reported that there had been few applications but sundry matters as follows had filled the meeting:

(i) Mr David Steptoe [local resident & ex County Surveyor for Staffordshire County Council] had been co-opted onto the Traffic & Transport Strategy Working Group.

(ii) Neighbourhood Planning training was taking pace and encouragement from ParishLinks for local parish councils to collaborate on Neighbourhood Planning projects

(iii) Asbestos at former CEL Site – local resident had raised concerns with Environmental Health about possible asbestos problems in fire damaged building – Clerk to follow up with EH

(iv) House Boats – concern at large structure being added to existing house boat

(v) LDF – Pre-submission response submitted on behalf of Melton Parish Council

12.46.02 Outside Bodies

(a) Burness Parish Room Management Committee

Copy of Minutes of meeting held on 30th January 2012 previously circulated as paper MPC(12)P46.02(a) were received and noted.

- (b) Deben Estuary Partnership
It was noted that there is to be an open meeting at the Shire Hall on 28th March 2012
- (c) Melton Trust
Cllr Thompson reported that a meeting of the trustees was scheduled for April.
- (d) ParishLinks
It was reported that a Joint Emergency Planning Training Sessions was being planned for all ParishLinks councillors at Rendlesham Community Centre on 2nd May 2012. The group is working well as a clearing house for ideas and considering common issues.
- (e) Safer Neighbourhood Team (SNT) Tasking Group
There was nothing to report but Cllr Taylor agreed to deputise for Cllr Martin when she was unable to attend the Tasking Meetings.
- (f) Suffolk Association of Local Councils
Paper MPC(12)P46.02(f) previously circulated was received and noted.
Cllr Butterwick brought to the attention of councillors the recently circulated Legal Briefings on Code of Conduct and Predetermination.

12.46.03 Steering/Working Groups

- (a) Affordable Housing Working Group
The recent letter from the property owner expressing willingness to consider use of land for affordable housing was welcomed.
- (b) Communications Working Group
A joint meeting with the Melton PCC is in the process of being scheduled.
- (c) Diamond Jubilee/2012 Olympics Steering Group
It was reported that much progress is being made and a fete/picnic being planned for 4th June from 12 noon to 4 p.m.
- (d) Pavilion Working Group
The work of the existing working group is now complete and focus of the work will now be on the strategic future use of the pavilion
- (e) Suffolk County Council Transformation Working Group
Cllr Butterwick reported that as yet there were no further details about the move of the records office to Stowmarket and the accessibility issues that might cause.

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

There were no matters arising.

12.48 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.

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

Paper MPC(12)P49 previously circulated was received and noted.

12.50 TO RECEIVE THE MONTHLY FINANCE REPORT

Paper MPC(12)P50 previously circulated was received and noted.

12.51 TO REVIEW AND MINUTE THE EFFECTIVENESS OF INTERNAL CONTROLS [INCLUDING RISK ASSESSMENT]

Paper MPC(12)P51 tabled was received and noted.

It was also noted that the review of the internal control systems was undertaken by the Finance, Employment and Risk Management Committee at the beginning of the current financial year.

It was RESOLVED to confirm the review and minute the effectiveness of the Internal Controls as outlined in paper MPC(12)P51.

Proposed by: Cllr Abbott

Seconded by: Cllr Martin.

