



# MELTON PARISH COUNCIL



**Minutes** of an Ordinary Meeting of Melton Parish Council on Thursday 12<sup>th</sup> April 2012 commencing at 1900 in The Lindos Centre Saddlemakers Lane Melton IP12 1PP.

**Present:**

Cllr Mrs BK Abbott [Chairman]  
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 CW Taylor  
Cllr Mr A Thompson  
Cllr Mr ML Webb

**Absent:**

Cllr Mr MW Sherwen  
Cllr Mr J Bidwell  
Mr JE Bale

Cllr Mr GK Butterwick  
Cllr MR MJ Kennedy

**In Attendance:**

Cllr Mr MN Bond  
Mrs DE Linsley

District/County Councillor [Until 20:00]  
Assistant Clerk to Melton Parish Council

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

**12.56.01 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

**12.56.02 Cllr Mr GK Butterwick – 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.

**12.56.03 Cllr Mr MJ Kennedy – 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.

**12.57 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.

**12.58 TO RECEIVE REPRESENTATIONS FROM COUNCILLORS WHO HAVE DECLARED A PREJUDICIAL INTEREST**

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

**12.59 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.

**12.60 STANDING ORDER 8 - WRITTEN QUESTIONS FROM COUNCILLORS**

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

**12.61 NUMBER OF COUNCILLORS ON MELTON PARISH COUNCIL**

**12.61.01 Parish of Melton [Councillors] Order 2012**

It was noted that the Parish of Melton [Councillors] order 2012 had now been signed and sealed by Suffolk Coastal District Council. This increased the number of councillors from thirteen to fifteen.

A vacancy notice had been placed in each of the council notice boards and also circulated on the E-NEWS service. If a claim for a bye-election is made by ten electors by 23<sup>rd</sup> April 2012 then SCDC will put in motion the process for nomination and election to fill the vacancies.

If no claim is made then Melton Parish Council will fill the vacancies by co-option at the Annual Parish Council Meeting on 10<sup>th</sup> May 2012.

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

**12.62 PUBLIC PARTICIPATION SESSION**

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

Paper MPC(12)P62.01 previously circulated was received and noted.

PC Karen Clabburn reported that the damaged CEL building is to be demolished in the near future and that rubble on the Girdlestone site was soon to be removed.

The Easter holiday period had been a very busy one for the local police who had had to deal with extensive acts of graffiti on the District Council offices and else where and arson on the Kingston Playing Field where play equipment was damaged. With the Diamond Jubilee celebrations and the Olympic torch journeying through the area things would remain busy for the local team of officers.

PC Clabburn confirmed that the police were no longer issuing cones for events such as the car boot sales on the Playing Fields.

**12.62.02 To Receive the County Councillors Report**

Paper MPC(12)P62.02 previously circulated was received and noted.

(a) Unauthorised markings of a pedestrian walkway in front of St Andrew's Church.  
Cllr Bond added that he was awaiting a report, due in the near future, that will outline the options available to improve the safety of the pedestrian way.

(b) Judgement in the case of St Audry's House  
The judgement concerns the use of a dwelling in St Audry's Park as a holiday let which has caused a considerable nuisance to local residence over several years. The deliberations concerning the judgement continue.

**12.62.03 To Receive the District Councillors Report**

There was no report.

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

The following were raised:

(a) Woodland Management in Ufford  
Ufford Parish Council is to hold an event on Saturday 28th April regarding woodland management. Cllr Jenny Eckersley will be attending the event and Ufford's Annual Parish meeting and share her knowledge of how Melton Parish Council approaches the management of Burkes Wood and its trees.

(b) Temporary Traffic Lights in Melton  
The Clerk to enquire about the reason for the use of temporary traffic lights at the junction of Station Road and the Street. Temporary lights have been used at this location several times in the recent past and are causing delays for traffic.

It was **RESOLVED** to lift standing orders

**12.63 TO APPROVE THE MINUTES OF PREVIOUS MEETING HELD ON 8<sup>TH</sup> MARCH 2012**  
It was **RESOLVED** that Minutes MPC(12)M03 previously circulated be received, noted and signed as a correct record by the Chairman  
**Proposed by:** Cllr Abbott **Seconded by:** Cllr Martin.

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

**12.64.01 Committees**

- (a) Recreation Committee 20<sup>th</sup> February 2012  
Minutes REC(12)M02 previously circulated were received and noted.
- (b) Planning and Transport Committee 26<sup>th</sup> March 2012  
Minutes PLA(12)M03 previously circulated were received and noted.  
Cllr Geoff Butterwick was thanked for producing the recently circulated and very useful Local Transport Guide.

**12.64.02 Outside Bodies**

- (a) Burness Parish Room Management Committee  
Cllr Howard Needham attended a meeting in January. The Burness Rooms continue to be well managed and well used. Whether the Council's representative should be a Trustee or remain on the management committee was discussed. The chairman to discuss with the Clerk.
- (b) Deben Estuary Partnership  
Cllr Katy Martin and Cllr Bryony Abbott attended the last meeting that sought the views of local residents and users of the river. The meeting was very effective in engaging with those local people who attended the event. Cllr Mike Sherwen is to respond on behalf of the Parish Council.
- (c) Melton Trust  
Cllr Tony Thompson is to attend the next meeting on 23rd April.
- (d) Parish Links  
Cllr Bryony Abbott and Cllr Geoff Butterwick are to attend the Emergency Planning Training Day on Wednesday 2<sup>nd</sup> May.
- (e) Safer Neighbourhood Team (SNT) Tasking Group  
Cllr Katy Martin is to attend the next meeting on 9th May and raise the following concerns:
- the sourcing of traffic cones now that the police no longer supply them for events such as the charity car boot sales on the Playing Fields
  - what can be done to reduce the increasing number of burglaries in the Parish and
  - what can be done to increase the safety of cyclists on the roads.
- (f) Suffolk Association of Local Councils  
Cllr Geof Butterwick's report on SALC was tabled and noted.  
The Chairman added that Cllr Butterwick had found it difficult to find any minutes of the SALC Executive Committee.

**12.64.03 Steering/Working Groups**

- (a) Affordable Housing Working Group  
Cllr Howard Needham updated the Full Council on the work that had been done regarding affordable housing within the Parish. Melton Parish Council (MPC) has been working in partnership with Suffolk ACRE. A previous survey had identified a need for affordable housing for those people with a connection to Melton. Currently two plots have been identified as potential sites for development. The Parish Council is awaiting the outcome of a meeting between Suffolk ACRE and the landowner regarding the land owners commitment to sell the land at an affordable price in the future.

- (b) Communications Working Group  
The next meeting is to held on Thursday 26<sup>th</sup> April before the Annual Parish Meeting.
- (c) Diamond Jubilee/2012 Olympics Steering Group  
Cllr Bryony Abbott reported that The Diamond Jubilee Picnic is on Monday 4th June on the Playing Field.  
Cllr Bryony Abbott reported that it is the first time that The Parish Council had organised such an event and the Steering Group was very pleased with the support that it had received so far. The Steering Group, which is chaired by Buffy Barrington is expecting to receive local sponsorship.  
All present at the meeting were in favour of the locally designed plaque commemorating the memorable events taking place in Melton this summer. The plaque would be attached below the village sign.  
A report on the plans for the Olympic torch event would be included at the next Full Council Meeting.  
Cllr Abbott would be calling upon the help of all Parish Councillors in making both events a great success.
- (d) Pavilion Working Group  
Cllr Jenny Eckersley to organise the painting of the inside of the pavilion.
- (e) Suffolk County Council Transformation Working Group  
Cllrs Abbott, Martin and Butterwick will be attending a meeting with Suffolk County Council to discuss the possible divestment of open areas and footway lighting on 18th April.
- 12.65 TO CONSIDER ANY MATTERS ARISING FROM CORRESPONDENCE CONTAINED IN THE WEEKLY REPORTS CIRCULATED TO COUNCILLORS**  
There were no matters arising from correspondence from the circulated weekly reports.
- 12.66 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.
- 12.67 TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA**  
Paper MPC(12)P67 previously circulated was received and noted.
- 12.68 TO RECEIVE THE MONTHLY FINANCE REPORT**  
Paper MPC(12)P68 previously circulated was received and noted.  
The Chairman of Finance, Employment and Risk Management Committee highlighted the following:
- 12.68.01 Additional income**  
Additional income had been received through the Play Space Fund and there had been an increase in the income from the use of the tennis courts.
- 12.68.02 Increase to the Reserve**  
£7,000 has been added to the Parish Council's reserve due to an under spend in the budget.  
The Chairman thanked the Clerk, Malcolm Green and the Chairman of the Committee, Cllr Howard Needham for all their work managing the Council's budget.
- 12.69 PLANNING APPLICATION C11/0665/FUL – BMX TRAIL MELTON PLAYING FIELD**  
It was noted that Melton Parish Council had consulted the community widely about the BMX trail and that if a BMX were to be erected it would be most appropriate for older children.  
A working group looking into providing resources for children would look into 'youth buses'  
**It was RESOLVED** to set up a working group to review the Council's strategy for engaging with young people.  
**Proposed by:** Cllr Abbott **Seconded by:** Cllr Martin  
It was noted that further consideration of any action on the BMX Trail will not take place until after the 2012 celebrations have been completed on the playing field.

**12.70 NEIGHBOURHOOD PLANNING**

Paper PLA(12)P41 previously circulated was received and noted.

**12.71 CHAIRMAN'S URGENT BUSINESS**

**12.71.01 Annual Parish Meeting – Thursday 26<sup>th</sup> April**

**12.71.02 Town and Parish Council Liaison meetings – 24<sup>th</sup> and 30<sup>th</sup> April**

**12.71.03 Introduction to Youth Participation Training - 9<sup>th</sup> May at Rendlesham**

**12.72 ITEMS FOR MELTON MESSENGER**

The following items for the Melton Messenger were agreed:

The Diamond Jubilee Picnic.

An update on Affordable Housing.

How to prevent burglaries.

The white lines in front of St Andrew's Church.

**12.73 MELTON PARISH COUNCIL EMERGENCY MOBILE TELEPHONE ROTA - HANDOVER**

The monthly handover from Cllr Corston to Cllr Eckersley was noted.

**12.74 DATE OF NEXT MEETINGS**

Annual Parish Meeting 26<sup>th</sup> April 2012

Annual Parish Council Meeting 10<sup>th</sup> May 2012

Both in the Lindos Centre commencing at 1900.

There being no further business the meeting closed at 21.10

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

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