



## RECREATION COMMITTEE

**Minutes** of an ordinary meeting of the Parish Council Recreation Committee on Monday 28<sup>th</sup> March 2011 commencing at 1900 in The Lindos Centre Conference Room Saddlemakers Lane Melton IP12 1PP.

**Present:**

Cllr Mrs BK Abbott  
Cllr Mr GK Butterwick

Cllr Mrs JEJ Eckersley [Chairman]  
Cllr Miss KS Martin

**In Attendance:**

Mrs DE Linsley                      Assistant Clerk to Melton Parish Council

**11.22 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE**

**11.22.01 Cllr Miss E Barrington – Family matters**

Council considered the apology and it was **RESOLVED** to receive the apology and consent to the absence.

**Proposed by:** Cllr Butterwick

**Seconded by:** Cllr Eckersley

**11.23 TO RECEIVE DECLARATIONS OF INTEREST WITH REGARD TO THE ITEMS ON THE AGENDA AND ADDITIONS TO THE REGISTER**

There were no declarations or additions to the register.

**11.24 PUBLIC PARTICIPATION SESSION**

**11.24.01 To receive representation from Councillors who have declared a prejudicial interest.**

There were no representations from councillors.

**11.24.02 To receive representations from members of the public in respect of items on the agenda only.**

There were no representations from the public.

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

**11.25 OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS**

There were no members of the public present.

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

**11.26 TO APPROVE THE MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 10<sup>TH</sup> JANUARY 2011.**

It was **RESOLVED** that, the minutes REC(11)M06 previously circulated, were received and signed as a correct record by the Chairman.

**Proposed by:** Cllr Abbott

**Seconded by:** Cllr Martin

**11.27 TO RECEIVE A REPORT FROM THE ASSISTANT CLERK ON THE PROGRESS MADE ON OUTSTANDING ISSUES AFFECTING THE RECREATION COMMITTEE**

Paper REC(11)P07 was tabled and noted.

**11.28 TO CONSIDER RAISING INCOME FROM THE HIRE OF THE TENNIS COURTS AND THE FOOTBALL PITCHES**

It was agreed that the charge to hire the tennis courts would be increased from £4.00 to £5.00 per hour per court from 1<sup>st</sup> May 2011. The Assistant Clerk to liaise with the staff at John Grose over this change in the charge.

It was agreed that the charge for the use of the football pitch would be increased this

year and would remain at a fixed rate for the next three years. The current three hire agreement with Woodbridge Town Youth Club expires in May 2011. The new hire agreement will include a request that any litter dropped during matches would need to be cleared.

**11.29 TO CONSIDER THE MAINTENANCE OF THE MAIN NOTICE BOARD BY THE PLAYING FIELD CAR PARK**

The Assistant Clerk to contact SCL Landscape Management Ltd regarding cleaning the notice board.

**11.30 TO CONSIDER THE DECISION OF THE FINANCE AND RISK MANAGEMENT COMMITTEE MADE REGARDING WHAT ACTION IF ANY SHOULD BE TAKEN OVER THE PLAYING FIELD CAR PARK DURING PERIODS OF SNOW AND ICE**

Councillors discussed the recommendation from the Finance and Risk Management Committee regarding what should be done to the car park during periods of bad weather.

The Committee agreed with the recommendation that when heavy snow had turned to ice the gate to the car park would be closed and that three permanent signs were required at the main entrances to Burkes Wood addressing the need for people to take care when in the woods in high winds. However, the Committee felt that some of the recommendations were overcautious and requested that the Finance and Risk Management Committee be asked to reconsider its recommendation.

**11.31 TO CONSIDER SIGNAGE ON THE PLAYING FIELD REGARDING DOG FOULING**

Following a comment from a local resident regarding the need for signs to be erected on the Playing Fields addressing dog fouling Cllr. Martin agreed to assess the existing signage on site.

Subsequent to the meeting, Councillor Martin identified four 'no fouling' signs plus stickers on some of the bins.

**11.32 TO CONSIDER THE WIRE NETTING AROUND THE CHILDREN'S' PLAY AREA**

The Assistant Clerk to ensure that inspecting the wire netting around the children's play area is on the Park Warden's check list for the Playing Fields and enquire whether checking the wire netting forms part of the maintenance contract with SCL Landscape Management Ltd..

**11.33 TO CONSIDER THE MANAGEMENT OF THE TREES IN BURKES WOOD.**

A suitable course in how to undertake basic health and safety inspections of trees is available from BTS in Needham Market. The Assistant Clerk to book Cllr. Eckersley on the Basic Tree Inspection Course which is to be held on 16<sup>th</sup> May 2011.

**11.34 TO RECEIVE A REPORT ON THE PROGRESS MADE ON THE MANAGEMENT PLAN FOR BURKES WOOD FROM THE ASSISTANT CLERK.**

It was reported that no progress had been made on the management plan for the woods. The Assistant Clerk is to allocate time to the writing of the plan.

**11.35 TO RECEIVE AN UPDATE ON THE REFURBISHMENTS FROM THE PAVILION WORKING GROUP**

It was reported that the refurbishment of the pavilion was eligible for funding from SCDC's Playspace Funding Scheme and that Cllr Butterwick had sent information regarding the specifications for the pavilion to the clerk to be used in the tendering process.

**11.36 TO RECEIVE A REPORT FROM THE PARK WARDEN ABOUT HIS DAILY ACTIVITIES**

The Park Warden's reports for January and February 2011 were circulated and noted. The Assistant Clerk is to check with the Park Warden that he has the equipment he requires to undertake his duties and to ask for the days of the week to be included in his reports.

The Assistant Clerk is to write to the football club regarding rubbish left on site after football matches.

PCSO Marie Smith is to be informed of the increase in litter dropped on the Playing Field and graffiti during school holidays.

- 11.37 TO CONSIDER THE FLOODING OF THE DITCH BY THE SMALL PLAYING FIELD**  
The flooding of the ditch was discussed. It is hoped that the recent clearing undertaken will solve the problem.
- 11.38 TO RECEIVE AN UP DATE ON THE PROGRESS MADE WITH THE BMX TRAIL**  
Consultation regarding the proposed BMX track had been placed on E-news.
- 11.39 TO RECEIVE AN UPDATE ON THE MELTON COMMUNITY FUN DAY**  
It was reported that the organiser of the event was unwell and had not been able to progress with the hire agreement sent to her in January. The Assistant Clerk to enquire whether the Committee could assist in any way.
- 11.40 TO CONSIDER THE CHARGES FOR THE TYANNA CIRCUS FOR 2011**  
It was agreed that the charges for the Tyanna Circus for 2011 will be £150 plus VAT to hire the Playing Field and £50 to cover the cost of electricity and water used.
- 11.41 TO AGREE THE DATES OF THE CAR BOOT SALES ON THE PLAYING FIELDS FOR 2011**  
The following dates of the car boot sales were agreed  
Saturday 7<sup>th</sup> May  
Saturday 4<sup>th</sup> June  
Saturday 2<sup>nd</sup> July  
Saturday 6<sup>th</sup> August  
Saturday 20<sup>th</sup> August with Saturday 3<sup>rd</sup> September a standby day if a car boot sale is cancelled due to bad weather.
- 11.42 TO CONSIDER A REQUEST OF £50 FOR THE MAINTENANCE OF THE ROADSIDE NATURE RESERVES FROM SUFFOLK COUNTY COUNCIL**  
This item was deferred until more accurate information on how the money would be spent was obtained.
- 11.43 TO RECEIVE A VERBAL REPORT ON THE LEEKS HILL TO FERN HILL CLOSE PATH FROM THE ASSISTANT CLERK.**  
It was noted that no further progress had been made on this item.
- 11.44 TO RECEIVE AN UPDATE ON THE PARISH'S FOOTPATH NETWORK**  
Cllr Butterwick reported that there was no opportunity of footpaths being established over railway tracks in the foreseeable future.
- 11.45 TO CONSIDER THE NEED FOR IMPROVED SIGNAGE ALONG FOOTPATH 22**  
The enquiry regarding improved signage along footpath 22 was noted. The Assistant Clerk to report the issue to SCC Highways Team.
- 11.46 TO RECEIVE AN UP DATE ON THE PROVISION OF GRIT BINS**  
The Assistant Clerk is liaising with SCC's East Area Highways Service in Saxmundham over the location of the grit bins being provided by Cllr Bond and a list of volunteers prepared to distribute the grit.
- 11.47 TO CONSIDER DOG FOULING ON AMENITY LAND IN THE BURY HILL AREA**  
The Assistant Clerk is to report the issue of dog fouling in the Bury Hill area to SCDC.
- 11.48 TO CONSIDER THE RESPONSIBLE DOG OWNERSHIP QUESTIONNAIRE FROM THE SUFFOLK COASTS AND HEATH AONB**  
This item was not addressed as the date for completed questionnaires had lapsed.
- 11.49 TO CONSIDER PLANS FOR THE HORSE AND GROOM PUB SIGN.**  
It was reported that no home had been found for the painted part of the sign. The Assistant Clerk is to ask SCL Landscape Management Ltd to collect the pub sign and store it in the pavilion.
- 11.50 TO CONSIDER THE UNSTABLE SIGN AT THE ENTRANCE TO BURKES WOOD**

The sign has been reinstated in concrete by SCL Landscape Management Ltd at no cost.

**11.51 COMMITTEE CHAIRMAN'S URGENT BUSINESS**

The need to consider painting the pavilion was expressed.

**11.52 DATE OF NEXT MEETING**

Monday 20<sup>th</sup> June 2011 at 19:00 at the Lindos Centre Conference Room

There being no further business the meeting was closed at 21:05.

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