



RECREATION COMMITTEE

Minutes of an ordinary meeting of the Parish Council Recreation Committee on Monday 19th September 2011 commencing at 1800 in The Lindos Centre Conference Room Saddlemakers Lane Melton IP12 1PP.

Present:

Cllr Mrs BK Abbott
Cllr Mr M Kennedy

Cllr Mr A Porter
Cllr Miss KS Martin [Acting Chairman]

In Attendance:

Mrs DE Linsley Assistant Clerk to Melton Parish Council

11.80 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE

11.80.01 Cllr Mrs JEJ Eckersley - Family bereavement.

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

Proposed by: Cllr Abbott **Seconded by:** Cllr Porter

11.81 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.

11.82 PUBLIC PARTICIPATION SESSION

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

There were no representations from councillors.

11.82.02 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.

11.83 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.

11.84 TO APPROVE THE MINUTES OF THE EXTRA-ORDINARY MEETING HELD ON MONDAY 25TH JULY 2011.

It was RESOLVED that, the minutes REC(11)M09 previously circulated, were received and signed as a correct record by the Chairman.

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

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

Paper REC(11)P10 was previously circulated and noted.

11.86 TO CONSIDER THE BUDGET SUBMISSION OF THE RECREATION COMMITTEE

The budget for the Recreation Committee was tabled.

The committee requested that details of income generated, the tennis courts, circus, football pitches, and any loan payments linked to the Recreation Committee should appear on this document. Cllr Martin agreed to discuss this with the Responsible Financial Officer.

The budget submission for 2012/13 should include the cost of repairing the surface of the car park, removing the ageing floodlights, new signs, the painting of the pavilion and any tree work that arises from tree surveys to be undertaken in the near future.

The Assistant Clerk is to check the details regarding the maintenance contract for the Playing Fields and query the charge for water in the pavilion.

It was RESOLVED that, a budget submission should be made to cover these items on the 2011/12 budget.

Proposed by: Cllr Porter

Seconded by: Cllr Abbott

11.87

TO CONSIDER A PLAN OF WORKS FOR THE PLAYING FIELD AND THE PAVILION

Paper REC(11)P11 was previously circulated.

Cllr Katy Martin outlined the urgent work that needed to be carried out on The Playing Fields:

- a) the inspection of an oak tree and some lime trees at a cost of approximately £200
- b) the painting of the pedestrian gate at a cost of £45

It was RESOLVED that, the work should be carried out from the existing budget.

Proposed by: Cllr Bryony

Seconded by: Cllr Porter

Cllr Martin provided the committee with details of the works that should be included in the submission to the 2012/13 budget:

- a) Repair to the Playing Field car park to remove any trip hazards at a cost of between £500 for patching and £2,500 to completely resurface.
- b) Repainting the pavilion at a cost of about £2,000
- c) Replacing the old signs and providing new signs as requested by Finance, Employment and Risk Management Committee at an estimated cost of £500.
- d) Removal of flood-lights at a cost of about £300.

It was RESOLVED that, these items would be submitted to the budget

Proposed by: Cllr Abbott

Seconded by: Cllr Kennedy

The Assistant Clerk is to obtain new signs for the dog bins and to ensure that the 'maintenance of the pedestrian gate' be added to the maintenance contract when it is revised. The Assistant Clerk is to check whether the two safety inspections on the play equipment for the year have been undertaken and if the resultant reports have been received.

Subsequent to the meeting a safety check was carried out on the play equipment on the 5th October.

11.88

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

Melton Parish Council received four submissions in response to its tender to improve the pavilion toilets. Stephen Beale won the contract to undertake the work. Funding from Playspace has been secured. Half of this funding has already been received. The work to fix the drain cover in front of the pavilion was included in the tender. The exact date of when the work will commence has not been confirmed.

11.89

TO CONSIDER THE PROVISION OF FOOTBALL FACILITIES IN THE FUTURE ON THE PLAYING FIELDS

The present contract with Woodbridge Youth Football Club ends in May 2012.

It was RESOLVED that, the Assistant Clerk would arrange a meeting between members of the Recreation Committee and representatives from the football club at the end of October/ November.

Proposed by: Cllr Martin

Seconded by: Cllr Kennedy

11.90

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

Reports for June, July and August were tabled and noted. The Committee thanked the Park Warden for all his work on the Playing Fields and his conscientious approach.

The wire netting attached to the metal fencing around the children's play equipment continues to be pulled down. The Assistant Clerk is to explore the safety of the fencing without the wire mesh.

- 11.91 TO RECEIVE AN UPDATE ON THE CAR BOOT SALES**
The car boots sales had been very popular. The organisers need to ensure that the dates of the car boot sales do not clash with those of the football club's use of the pitch and they need to continue to ensure, with the use of cones, that access to Jenners Close is always open.
- 11.92 TO RECEIVE AN UPDATE ON THE PROGRESS MADE WITH THE BMX TRACK**
The Clerk has sent annotated photographs of the potential site of the BMX track and sent them to the planners at Suffolk Coastal District Council. The Clerk is awaiting their response.
- 11.93 TO CONSIDER THE UPDATING OF THE OUTDOOR PLAYING SPACE FACILITIES**
It was RESOLVED that, Cllr Martin would update the outdoor playing space facilities document.
Proposed by: Cllr Abbott *Seconded by:* Cllr Porter
- 11.94 TO CONSIDER THE PURCHASE OF TREE SURVEY EQUIPMENT AND PERSONAL PROTECTIVE EQUIPMENT (PPE)**
It was RESOLVED that, £100 would be allocated to the purchase of survey equipment and PPE.
Proposed by: Cllr Martin *Seconded by:* Cllr Kennedy
- 11.95 TO CONSIDER ESTABLISHING A 'FRIENDS OF MELTON WOODS'**
Cllr Martin agreed to write an entry on E-news asking if users of the woods would be willing to help with some of the management tasks in Burkes Wood.

Subsequent to the meeting fifteen members of the public have responded to the E-news message.
- 11.96 TO RECEIVE A DRAFT REPORT ON THE MANAGEMENT TASKS FOR BURKES WOOD FROM THE ASSISTANT CLERK**
The draft report had previously been circulated and was noted. The details of the report would be addressed at future meetings.
- 11.97 TO CONSIDER THE NEED TO UNDERTAKE A SURVEY ON SPECIFIC TREES ON THE PLAYING FIELD AND BURKES WOOD THAT HAVE BEEN IDENTIFIED AS TREES OF CONCERN**
This item was covered under the previous item **11.86 TO CONSIDER A PLAN OF WORKS FOR THE PLAYING FIELD AND THE PAVILION.**
- 11.98 TO CONSIDER APPOINTING A TREE WARDEN FOR THE PARISH**
This item was deferred to the next meeting as Cllr Eckersley was not present.
- 11.99 TO CONSIDER A REQUEST FROM A LOCAL RESIDENT TO GAIN ACCESS TO BURKES WOOD TO COLLECT LOGS AND STICKS FOR HER WOOD BURNING STOVE**
The Assistant Clerk is to write a reply declining the request to collect wood from Burkes Wood including in the response that logs and branches are left to provide a habitat for insects and fungi.
- 11.100 TO CONSIDER THE PARISH'S FOOTPATH NETWORK**
Cllr Porter had received a response from Nick Cooper the Rights of Way Officer for SCDC clarifying that the path linking FP19 with Saxon Way and the path linking Saxon Way with the north-west end of Pyches Road were 'well protected for future public use' without needing to be designated as a 'public right of way' as they are both subject to a covenant. SCDC are happy for these routes to be to be publicised by Melton Parish Council in the future.
The Assistant Clerk is to pass details of the Leeks Hill path to Cllr Porter.
- 11.101 COMMITTEE CHAIRMAN'S URGENT BUSINESS**
There was no urgent business reported.
- 11.102 DATE OF NEXT MEETING**

The date of the next meeting is Monday 16th January 2012 at 19:00 at the Lindos Centre Conference Room.

There being no further business the meeting was closed at 20:00

Signed: _____

Date: _____

[Chairman]