



RECREATION COMMITTEE

Minutes of an ordinary meeting of the Parish Council Recreation Committee on Monday 17th September 2012 commencing at 19:00 in the Lindos Centre, Conference Room, Saddlemakers Lane, Melton IP12 1PP.

Present:

Cllr Mr C Taylor
Cllr Miss K S Martin
Cllr Mrs J Eckersley [Chairman]

Cllr Mr A Porter

Absent:

Cllr M J Kennedy

In Attendance:

Mrs Diane Linsley Assistant Clerk to Melton Parish Council

12.88 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE

12.88.01 Cllr M J Kennedy- Holiday

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

Proposed by: Cllr C Taylor

Seconded by: Cllr K Martin

12.89 DECLARATIONS OF INTEREST

12.89.01 To Receive Amendments to the Register

There were no amendments to the Register.

12.89.02 To Receive Declarations of Pecuniary Interest in Respect of Items on the Agenda

There were no declarations of Pecuniary Interest.

12.89.03 To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda

There were no declarations of Non-Pecuniary Interest.

12.89.04 To Consider Full/Partial Dispensations for Pecuniary Interests Declared

It was confirmed that the Clerk/Assistant Clerk had not received any written requests for dispensation.

12.90 PUBLIC PARTICIPATION SESSION

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

12.91 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.

12.92 TO APPROVE THE MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 18TH JUNE 2012

It was **RESOLVED** that, the minutes REC(12)M04 previously circulated, were received and signed as a correct record by the Chairman.

Proposed by: Cllr K Martin

Seconded by: Cllr A Porter

- 12.93 TO WELCOME THE VICE CHAIRMAN FOR THE RECREATION COMMITTEE**
The Chairman welcomed Cllr Katy Martin as the new Vice Chairman of the Recreation Committee. Cllr Martin was appointed to the position at the Full Council held on Thursday 13th September 2012.
- 12.94 THE BUDGET FOR THE RECREATION COMMITTEE**
- 12.94.01 To receive a report on the budget of the Recreation Committee**
Paper REC(12)P94.01 had previously been circulated.
The Assistant Clerk to check the income to date from the tennis courts. It was agreed that the procedure for collecting the income from the tennis courts would be reviewed in the future.
It was noted that the Committee were concerned that payment for the exterior painting of the pavilion had been made without the work being fully completed. The Assistant Clerk to contact the contractor regarding the matter.
The Assistant Clerk to liaise with the Responsible Finance Officer on how to present the budget in a clearer format and include an explanatory section where appropriate.
- 12.94.02 To consider the Recreation Committee budget for 2013/2014**
The following is a list of the possible additional items requiring a budget:

Melton Fete 2013 and additional outside power points.
Resurfacing the Playing Field car park.
Replacing the wire fencing surrounding the tennis courts.
New signs for the Playing Field.
New equipment for the pavilion kitchen.
A lockable container for the pavilion.
Signs for labelling specimen trees Burkes Wood and possible trails.
- 12.95 TO RECEIVE A REPORT FROM THE ASSISTANT CLERK ON PROGRESS MADE ON OUTSTANDING ISSUES AFFECTING THE RECREATION COMMITTEE**
Paper REC(12)P95 previously circulated was noted. Assistant Clerk to proceed with completing risk assessments for activities undertaken by the Friends of Melton Woods by the next meeting of the Recreation Committee. The text for signs to be distributed to the Committee before the signs are made.
- 12.96 THE PLAYING FIELD**
- 12.96.01 The Park Warden's return to work.**
The Committee are delighted that the Park Warden has recovered from his illness and that he returned to work on 10th September and has resumed his duties including the locking of the gate to the Playing Field car park.
- 12.96.02 The outcome of this year's car boot sales.**
The car boot sales raised the following amounts for cancer charities:
May: £656.44
June: £660.36
July: £891.67
August: £846.70
September: £772.92

The organisers of the car boot sales have been reminded by the Assistant Clerk that if bouncy castles are included in the car boot sales that they (the organisers of the car boot sales) are responsible for ensuring that bouncy castles are appropriately insured.
- 12.96.03 Woodbridge Town Youth Football Club (WTYFC) and changes to the pitch.**
This season the Club are using a smaller pitch, recently marked out, for nine aside football matches. It was noted that any significant changes to their requirements would require changes to their hire agreement. It was noted that training sessions are taking place on a Tuesday and Thursday evening.

- 12.96.04 To consider turning on the footpath lights.**
It was RESOLVED for safety reasons, to turn the footpath lights on after the clocks are set back an hour from Sunday 28th October 2012; to be turned off when the clocks are set forward an hour in March 2013. The lights will be on from 4pm until 7pm daily.
Proposed by: Cllr J Eckersley **Seconded by: Cllr A Porter**
 To note that the Park Warden will be closing the main gate to the car park at 7pm daily.
- 12.96.05 To consider the use of the floodlight.**
 It was agreed to undertake any necessary repairs identified to ensure the stability of the poles. The Assistant Clerk to ascertain when WTYFC are using the floodlights.
- 12.96.06 Other users and events on the Playing Field.**
 Due to an increase in the use of the Playing Field by local groups, schools and fitness instructors, an events diary and wall calendar are being used to help co ordinate activities.
- 12.97 BURKES WOOD**
- 12.97.01 To receive the report on the Friends of Melton Woods Working Group.**
 The next meeting will be on Thursday 11th October starting at 10am at the pavilion. Refreshments will be provided.
 Cllr Jenny Eckersley to provide the Assistant Clerk with her current mailing list. The Assistant Clerk to distribute new meeting date to members with details of the work to be undertaken.
- 12.97.02 To receive an update on the membership of The Woodland Management Group.**
 There was nothing to report.
- 12.97.03 To receive an update on the management of trees.**
 The Basic Tree Health and Safety Report REC(12)P12.97.03 previously circulated was noted. Action points are being addressed.
 Wildwood Contracting had been instructed to undertake necessary tree work. Permission for the work to be undertaken (the trees are subject to a Tree Preservation Order) has been given by Suffolk Coastal District Council.
- 12.97.04 To receive a report from the Tree Warden.**
 There was nothing to report.
- 12.98 RIGHTS OF WAY**
- 12.98.01 To receive an update on the path linking Turnpike Road to Melton Road.**
 To note that thirteen completed Rights of Way Evidence forms have been received and that Suffolk County Council (SCC) has been informed of the Council's decision to submit a request for a public right of way across Jenners Close.
- 12.98.02 To receive an update on the Leeks Hill path.**
 To note that SCC has been informed of the Council's decision to submit a request for a public right of way at Leeks Hill.
- 12.99 THE PAVILION**
- 12.99.01 To consider the maintenance of the pavilion.**
 It was agreed to consider the maintenance of the pavilion at the January meeting.
- 12.100 PLAY EQUIPMENT**
- 12.100.01 The routine maintenance of the play equipment and the next maintenance and safety inspection.**
 The Assistant Clerk to find out when the inspection is due to take place.
- 12.101 TENNIS COURTS**
- 12.101.01 To discuss the use of the tennis courts by local groups.**
 This item was deferred to the next meeting.
- 12.102 SPECIAL EVENTS WORKING GROUP**

12.102.01 To receive an update on the membership of the Special Events Working Group

The members are:

Cllr B Abbott

Cllr K Martin

Cllr E Barrington

Cllr J Eckersley

Cllr A Corston

Cllr M Kennedy.

12.102.02 To consider the requirements of the Melton Fete 2013

The Melton Fete is to be held on Saturday 6th July.

12.103 YOUNG PEOPLE WORKING GROUP

12.103.01 To discuss the membership.

Melton Parish Council members are:

Cllr C Taylor (Chairman)

Cllr M Kennedy

Cllr K Martin

Community members are:

Rev. Michael Hatchett

Simon Thompson

12.103.02 To consider terms of reference.

Paper REC(12)P103.02 previously circulated was noted.

12.104 TO CONSIDER THE FADED NOTICE PROHIBITING CYCLING ALONG THE RIVERSIDE BETWEEN WILFORD BRIDGE AND WOODBRIDGE (FOOTPATHS 23, 9 AND 17)

After considering the matter the Committee concluded that there was little that they could do as the sign did not belong to Melton Parish Council. The Committee was reluctant to take the matter further as it was felt that the vast majority of users of the path were considerate and mindful of other users and problems involving walkers and cyclists were infrequent and would be difficult to police.

It was RESOLVED that, after considering the matter the Recreation Committee could not take this matter any further and no action would be taken.

Proposed by: Cllr A Porter

Seconded by: Cllr J Eckersley

12.105 COMMITTEE CHAIRMAN'S URGENT BUSINESS

A dog bin is to be purchased from Suffolk Coastal Services (SCS) for the lane off Woods Lane by the traffic lights within the Hall Farm Estate. SCS will install and maintain the bin.

Items for the Melton Messenger are:

The new dog bin for the Hall Farm Estate

The date of the next Friends of Melton Woods work party

The date of the Melton Fete 2013

12.106 DATE OF NEXT MEETING

Monday 12th November 2012 in the Lindos Centre, The Bungalow, Conference Room 4 at 19:00.

To note that an additional meeting has been scheduled for **Monday 18th March 2013** at 19:00.

There being no further business the meeting was closed at 21:15

Signed: _____ Date: _____