



## RECREATION COMMITTEE

Minutes of an ordinary meeting of the Parish Council Recreation Committee on Monday 14<sup>th</sup> January 2013 commencing at 19:00 in the Lindos Centre, Conference Room, Saddlemakers Lane, Melton IP12 1PP.

### Present:

Cllr Mrs J Eckersley [Chairman]  
Cllr Mr M Kennedy  
Cllr Mr A Porter

Cllr Miss K S Martin [Vice Chairman]  
Cllr Mr C Taylor

### In Attendance:

Mrs Diane Linsley                      Assistant Clerk to Melton Parish Council

#### 13.01        **TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE**

There were no apologies received.

#### 13.02        **DECLARATIONS OF INTEREST**

##### 13.02.01    **To Receive Amendments to the Register**

There were no amendments to the Register.

##### 13.02.02    **To Receive Declarations of Pecuniary Interest in Respect of Items on the Agenda**

There were no Declarations of Pecuniary Interest in Respect of Items on the Agenda.

##### 13.02.03    **To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda**

There were no declarations of Non Pecuniary Interest.

##### 13.02.04    **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.

#### 13.03        **PUBLIC PARTICIPATION SESSION**

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

#### 13.04        **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.

#### 13.05        **TO APPROVE THE MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 12<sup>TH</sup> NOVEMBER 2013**

It was **RESOLVED** that, the minutes REC(12)M06 previously circulated, were received and signed as a correct record by the Chairman.

**Proposed by:** Cllr K Martin

**Seconded by:** Cllr A Porter

#### 13.06        **THE BUDGET FOR THE RECREATION COMMITTEE**

##### 13.06.01    **To receive a report on the budget of the Recreation Committee**

Paper REC(13)P130.01 had previously been circulated.

The Committee thanked the Clerk for the amendments made to the presentation of the budget which have made it easier to use and understand.

The 'over' spend in the 'Play Area Budget' of £1,252.95 due to necessary repairs to the play equipment, will be replaced by monies from the Council's Contingency Fund.

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

Paper REC(13)P13.131 had previously been circulated.

The Committee expressed their concern over the work still outstanding by the maintenance contractor; these include the painting of a window on the pavilion and the installation of a new cover for the drain. The Assistant Clerk to liaise with the contractor to ensure these works are carried out.

Daniel Frost from Woodbridge Town Youth Football Club will be sending the dates of the girls team's match dates. The new Chairman for the club is John Beecroft.

**13.08 THE PLAYING FIELD**

**13.08.01 The Park Warden's report.**

During November the Park Warden was opening the gate to the car park from between 6.30 and 7am and closing it at 6pm. Towards the end of the month the gates were left unlocked due to very wet weather.

During December the gate to the car park was left unlocked on several occasions due to cold and frosty weather. As well as checking the site daily and picking up a small amount of litter, the Park Warden applied lubricant to the padlock on the main gate to keep it working.

The Park Warden recently received a letter from the Suffolk Wildlife Trust (SWT) thanking him for keeping the hedge alongside Hutchinson's Meadow clear of litter. Cllr Eckersley and the Assistant Clerk are to meet with Susan Stone from the SWT to discuss the management of the hedge and possible ways the Trust and the Council can work together.

**13.08.02 To consider the risk assessment for the car park.**

Cllr Eckersley and the Assistant Clerk examined the surface of the car park on 10<sup>th</sup> January. The Assistant Clerk to distribute her report to the Committee when it is completed. Cllr Eckersley to take photographs to be added to the report. All the councillors present had been able to check the car park and had found that the condition of its surface wasn't 'as bad' as other car parks in the area which appear to be in a much worse state of repair. The overall view, ahead of the report being distributed, was that the car park presented a minimal risk to users at present and that it should be checked in a year's time. Regular checks during the year would identify any serious deterioration of the surface which could be acted upon.

**13.08.03 The footpath lights.**

The footpath lights have not been coming on at the arranged time. The Clerk to check the timer that controls the lights.

Subsequent to the meeting the Clerk has checked the timer in the pavilion and spoken to the maintenance contractor. Despite the timer working the lights are not operating. This could be because they are water logged. The maintenance contractor is to check the light fittings imbedded in the tarmac of the path to assess the situation.

**13.08.04 Other users and events on the playing field.**

Warrior Princess Fitness (WPF) has requested to use the Playing Field on Sunday mornings. The Assistant Clerk to liaise with the football club and WPF over the possibility of both groups safely using the site and car park together.

**13.09 BURKES WOOD**

**13.09.01 To receive the report on the Friends of Melton Woods Working Group.**

Cllr Eckersley reported that she had met with the Assistant Clerk to discuss a work programme for the Friends. Areas of work identified were; defining the network of footpaths through the wood by clearing them of vegetation in particular brambles, undertaking a survey of the pond, clearing the pond of encroaching reeds, mapping the woodland, litter picking, and cutting back small sycamore and other trees around large specimen trees. Areas to be coppiced require further analysis before being identified and the work done. This work may not be a suitable task for the Friends to undertake. It is hoped that another guided walk for the Friends can be arranged.

Cllr Eckersley and the Assistant Clerk to arrange a date for the first task of 2013.

The Assistant Clerk to use a spread sheet to document the tasks undertaken by the Friends.

**13.09.02 To receive an update on the membership of The Woodland Management Group.**

Cllr Eckersley and Cllr Porter are the present members of the group. Cllr Eckersley to contact the SWT, the Countryside Rangers at Suffolk Coastal District Council and local experts and invite them to join the group.

**13.09.03 To receive an update on the management of trees.**

The Council's insurers have confirmed that the Council's policy will cover a situation where they are held legally liable for injury or damage caused by trees and recommend that the Council follow the advice recently given to them by a local arborist to coppice selected trees in Burkes Wood on the bank that borders the houses in Jenners Close.

The Assistant Clerk to obtain further quotes to undertake the work and as the trees have a tree preservation order on them submit an application to SCDC requesting that the trees be coppiced.

Work on dead and potentially dangerous trees on the Playing Field, around the pond and in Burkes Wood have successfully been undertaken.

Two Ash trees have been identified. The larger tree is about 20/30 years old and stands in front of the hedge which runs along the lane to Jenners Close. The smaller ash tree is growing out of the ditch along the road to the southeast of the larger tree. Both trees will be monitored for signs Ash Die Back.

**13.09.04 To receive a report from the Tree Warden.**

Cllr Eckersley attended the Greenprint meeting which included a talk given by Guy Ackers on the Hedgerow Survey of Suffolk. Cllr Eckersley met a representative from the Suffolk Biodiversity Group at the meeting. Networking at such events continues to be of great value to the work of the Council.

**13.10 RIGHTS OF WAY**

**13.10.01 To receive an update on the path linking Turnpike Road to Melton Road.**

There was nothing to report.

Subsequent to the meeting Suffolk County Council has written to the Parish informing it that its application to have a formal path linking Turnpike Road to the Recreation Ground has been placed on their backlog of cases as a low priority 'because it is a small link which is currently in regular use by the public without challenge'.

**13.10.02 To receive an update on the Leeks Hill path.**

Cllr Martin informed the Committee that Suffolk County Council (SCC) at a recent Rights of Way meeting had given the Council's application for a right of way at Leeks Hill a 'high' priority. An investigation officer would begin work on the path in the near future.

An alternative 'creation' agreement approach may be taken but is dependent upon landowners agreeing over matters and that may take some time. As a consequence the Council's application continues to be processed.

**13.11 THE PAVILION**

**13.11.01 Maintenance**

Cllr Butterwick from the Accommodation Working Group had identified maintenance issues for the Committee to consider. They include the garage door which is difficult to close properly due to the deterioration of the woodwork around the frame and the front door to the pavilion which is becoming increasingly 'sticky'.

The Recreation Committee is to wait until the full report concerning the pavilion is submitted before committing to any action.

**13.12 PLAY EQUIPMENT**

The removal and possible repositioning of the goal situated by the play equipment on the edge of the woods which often stands in water logged ground was discussed.

Before the removal of the goal it was agreed to see if the area dried out.

**13.13 TENNIS COURTS**

Cllr Martin to contact Sports England regarding the possible funding of new fencing around the tennis courts.

**13.14 SPECIAL EVENTS WORKING GROUP**

**13.14.01 To receive an update from the Special Events Working Group.**  
Preparations for the Fete on the 6<sup>th</sup> July are underway.

**13.15 YOUNG PEOPLE WORKING GROUP**

Cllr Taylor has refined the questionnaire concerning local facilities for young people. The questionnaire will be distributed to local children and teenagers via the schools and other groups. Attached is an inventory of the facilities known to date.

**13.16 TO CONSIDER THE FIT VILLAGES PROJECT**

The Assistant Clerk is to contact Sports England for more information regarding the Fit Villages Project. Activities such as Nordic walking and fencing which are not currently available in Melton may find suitable venues and funding through the project.

**13.17 TO CONSIDER A REQUEST FROM A RESIDENT FOR A GRIT BIN IN BURY HILL**

A request for a grit bin on Bury Hill, where several cars have slid on the ice in the past, was granted.

**It was RESOLVED to**, purchase a grit bin and liaise with Suffolk Coastal Services and Suffolk County Council over its installation and maintenance.

**Proposed by:** Cllr Porter

**Seconded by:** Cllr Martin

**13.18 ITEMS FOR THE MELTON MESSENGER**

Cllr Eckersley is to submit articles on:

- Phase 1 of the Young Peoples Working Group and questionnaire.
- The next meeting of the Friends of Melton Woods.
- Melton Fete on the 6<sup>th</sup> July.
- The tree works recently undertaken.

**13.19 COMMITTEE CHAIRMAN'S URGENT BUSINESS**

There was no urgent business to report.

**13.20 THE DATE OF THE NEXT MEETING**

The date of the next Recreation Committee meeting is **Monday 11<sup>th</sup> March 2013** in the Lindos Centre, The Bungalow, Conference Room 4 at 19:00.

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

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

Melton PC YPWG – Table of facilities for Young people in Melton

Organisation	Up to 5 years	6 to 10 years	11 to 15 years	16 to 18 years	Comments
Scouting		Brownies (girls 7-10 yrs)			1 <sup>st</sup> Melton Brownies in Burness Parish Rooms on a Wednesday
Pitstop	After school club from 4yrs	After school club	After school club up to 12yrs		In term time Melton Play House. In holidays Melton Primary School
Melton u5 pre-school	From 2 to 5 years				Melton Play House, Hall Farm Road
Melton Bowls Club					Dock Lane
St Audry's Cricket Club	Under 5's Cricket	Boys team from 9	Boys 11 to 15 years Girls 9 to 13 years Academy team 14 to 16	Academy team up to 16 years	St Audry's Sports & Social Club
St Audry's Football Club					St Audry's Sports & Social Club
St Audry's Golf Club					St Audry's Sports & Social Club
Deben Players					Burness Parish Rooms
Company of 4					Burness Parish Rooms
Woodbridge School of Dance					
Montessori Nursery					
St Andrew's Church	Parent and Toddler Group	Holiday club Choir for Children Cycling Holidays	Choir for Children Cycling for Holidays		Church Hall
Melton Parish Council	Play equipment	Football pitches & All weather pitch. Play equipment.	Football pitches & All weather pitch. Play equipment.	Football pitches & All weather pitch.	Melton Road Recreation Ground
Suffolk Coastal District Council	Green Play area Play Equipment	Green Play area Play Equipment One five-aside goal	Green Play area Play Equipment One five-aside goal	Green Play area Play Equipment One five-aside goal	St Andrews Close & Bury Hill Beresford Drive Hall Farm Road
Flagship Housing	Green Play area	Green Play area	Green Play area	Green Play area	St Andrews Place
MPMC	Slide and Bouncy Horse 3 items for under 6 year olds Wood & Rope Climbing	Wood & Rope Climbing	Wood & Rope Climbing	Wood & Rope Climbing	Calder Road Garrod Approach Thomas Churchyard Close
Melton Badminton Club					Lindos centre
Cubs					Unknown
Scouts					In Woodbridge
Youth Club					Unknown
Army Cadet Force					In Woodbridge
Air Cadet Force					In Woodbridge