



RECREATION COMMITTEE

Minutes of an ordinary meeting of the Parish Council Recreation Committee on Thursday 16th May 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:

Carol Steptoe from Transition Woodbridge until 19:50
Kevin Spiers from Transition Woodbridge until 19:50
Deborah Pratt from Transition Woodbridge until 19:50
Mrs Diane Linsley Assistant Clerk to Melton Parish Council

13.42 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE

There were no apologies received.

The Chairman thanked the Assistant Clerk for her contribution to the Recreation Committee over recent years and wished her well with her new job.

13.43 DECLARATIONS OF INTEREST

13.43.01 To Receive Amendments to the Register

There were no amendments to the Register.

13.43.02 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.

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

There were no declarations of Non Pecuniary Interest.

13.43.04 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.

13.44 PUBLIC PARTICIPATION SESSION

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

13.45 OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS

Representatives from Transition Woodbridge gave the Committee details of the Community Orchard Project and discussed possible locations where fruit trees could be sited.

Among the group's aims is to encourage people's connection with their own locality by establishing orchards to be used and enjoyed by the community. In the long term they hope to provide residents of all ages and abilities with a broad range of opportunities to engage in food production whilst acquiring new skills and experiences.

The Chairman thanked all three members of Transition Woodbridge for taking the time to inform the Committee about their project.

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

13.46 TO APPROVE THE MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 14TH JANUARY 2013

It was RESOLVED that, the minutes REC(13)M01 previously circulated, were received and signed as a correct record by the Chairman.

Proposed by: Cllr K Martin

Seconded by: Cllr A Porter

13.47 THE BUDGET FOR THE RECREATION COMMITTEE

13.47.01 To receive a report on the budget of the Recreation Committee

Paper REC(13)P47.01 had previously been circulated.

Being at the beginning of the financial year the report was short in length. Amounts spent are presently highlighted in red.

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

Paper REC(13)P48 had previously been circulated.

The Assistant Clerk to check with the Responsible Finance Officer whether it is necessary to obtain three quotes for the coppicing work in Burkes Wood.

13.49 THE PLAYING FIELD

13.49.01 The Park Warden's report.

During March the Park Warden had left the gate unlocked on two occasions due to snowy and icy conditions which had caused the lock on the gate to freeze.

In April the Park Warden reported to the police that the pavilion doors had been badly marked with graffiti.

Over the past two months the Warden has been picking up litter more frequently especially after football matches and in and around the play equipment.

13.49.02 The risk assessment for the car park.

There was nothing to report.

13.49.03 Other users and events on the Playing Field.

(a) Whitlock Fitness

To note that Whitlock Fitness has been notified of the decision, made by the Committee, to refuse the request to use the tennis courts for personal training sessions and offered the use of the playing field subject to a hire agreement.

(b) Warrior Princess Fitness

The Warrior Princess Fitness continues to use the Playing Field during the week on a Wednesday and has extra sessions book in May and June.

(c) Woodbridge Town Youth Football Club

The Assistant Clerk to ensure that all the relevant groups within the football club are aware of the hire agreement and the dates that are not available for them to use.

The maintenance contractor has been instructed to install a tap in the middle store room in the pavilion. This 'outside' tap will provide access to water without the need to access the kitchen.

(d) Rectory Garden Montessori Sports Day

The sports day has been cancelled due to changes at the school.

(e) Tyanna Circus

Tyanna Circus has provisionally booked the Playing Field from Sunday 4th August until Saturday 10th August.

13.50 BURKES WOOD

13.50.01 To receive a verbal report on the Friends of Melton Woods Working Group by Cllr Jenny Eckersley

To note that the following work party dates have been agreed by the Committee:

Tuesday 9th April – litter picking and path work

Thursday 20th June – surveying and mapping of woods

Tuesday 15th October – pond maintenance
Winter work to be decided.

The litter picking work party held on the 9th April was very successful and included the discovery and removal of a few more unwanted tree guards.

13.50.02 To receive an update on the membership of The Woodland Management Group.
Cllr J Eckersley reported that the group had two members, herself and Cllr A Porter. Cllr Eckersley to continue to recruit additional members.

13.50.03 To receive a verbal update from the Assistant Clerk on the management of trees.

(a) The Suffolk Wildlife Trust with assistance from the Friends of Melton Woods will be improve the structure of the hedge. Cllr J Eckersley has included an article in the Melton Messenger regarding this work on the layering the hedge between the Playing Field and Hutchinson's Meadow in the winter. This will hedge.

(b) The application to Suffolk Coastal District Council (SCDC) to undertake coppicing in Burkes Wood which is covered by a Tree Preservation Order has been submitted. The District Council will notify the Parish Council by 28th May 2013.

(c) The report on the health and safety survey of trees will be completed by the end of May.

13.50.04 To receive a report from the Tree Warden.

Cllr Jenny Eckersley reported that the two ash present on the Playing Field appeared to be healthy and had not to ash die back.

13.51 RIGHTS OF WAY

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

There was nothing to report.

13.51.02 To receive an update on the Leeks Hill path.

There was nothing to report.

13.52 THE PAVILION

13.52.01 To receive a verbal update.

It was reported that a new tap for the middle store was to be installed.

Cllr Martin and Cllr Eckersley had cleaned the pavilion before the car boot sale. Since the cleaning, graffiti has appeared on the wall of the ladies toilets.

Subsequent to the meeting the maintenance contractor has been informed of the graffiti and instructed to remove it. Cllr Martin and Cllr Eckersley have purchased new equipment for the kitchen including new mugs and a kettle.

13.53 PLAY EQUIPMENT

To note that the March safety inspection was carried out and that there were no works that needed to be undertaken.

The Assistant Clerk to distribute a copy of the report.

13.54 TENNIS COURTS

13.54.01 New signs erected.

The new signs were erected in April.

13.55 SPECIAL EVENTS WORKING GROUP

13.55.01 To receive a verbal update on the preparations for the Melton Fete 2013.

It was reported that the preparations for the fete are well underway. The Chairman thanked Jo Robinson for kindly donating a range of prizes to the fete.

13.56 YOUNG PEOPLE WORKING GROUP

13.56.01 To receive an update from the Young People Working Group.

Cllr C Taylor reported that draft copies of the questionnaire had been distributed and that he was awaiting comments. Melton Primary School had agreed to circulate the questionnaires when they had been finalised. Ways of distributing the questionnaires was

discussed and included using E-news and the Council's notice boards. It was agreed to distribute the questionnaires at the beginning of June.

- 13.57 TO RECEIVE AN UPDATE ON THE PURCHASE AND INSTALLATION OF GRIT BINS**
The Assistant Clerk reported that five grit bins had been purchased. Two had been installed at:
Bury Hill, Close to lamp post no. 290 and
Fern Hill Close, near access to no. 61
New laminated information signs regarding how to order grit to be distributed by the Assistant Clerk.
- 13.58 TO CONSIDER A REQUEST TO IDENTIFY AN AREA SUITABLE FOR A COMMUNITY ORCHARD**
A number of sites that have potential as community orchards were identified. The Committee supports the project and is willing to help the group where possible in the future. **It was RESOLVED that**, the Assistant Clerk would provide the contact details of landowners and local organisations for Transition Woodbridge to assist in their goal to find suitable areas for the planting of fruit trees.
Proposed by: Cllr J Eckersley **Seconded by:** Cllr A Porter.
It was further RESOLVED to plan a couple of fruit trees on the very wet part of the lower playing field on the side furthest from the road where the bramble grow.
Proposed by: Cllr J Eckersley **Seconded by:** Cllr A Porter.
- 13.59 TO CONSIDER CYCLING EVENTS IN MELTON**
Cllr K Martin to liaise with Joseph Young regarding events using WATT bikes.
- 13.60 TO CONSIDER 'FIELDS IN TRUST'**
It was **RESOLVED that**, consideration of the Parish Council's involvement in the Fields in Trust would be left until there was more time to devote to researching the project.
Proposed by: Cllr K Martin **Seconded by:** Cllr M Kennedy
- 13.61 ITEMS FOR THE MELTON MESSENGER**
Cllr J Eckersley is to submit articles on:
- Community Orchards
 - Friends of Melton Woods' work parties
 - The car boot sales
 - Graffiti on the pavilion, litter and picking up dog mess.
- 13.62 COMMITTEE CHAIRMAN'S URGENT BUSINESS**
Cllr Martin informed the Committee that Mr Woods' email regarding new lights that had been installed by Anglian Water by the treatment works and that had caused light pollution across the river Deben and reed bed had been passed to the Planning Committee to address.
The Recreation Committee supports Mr Woods request that these very tall lights adjacent to an Area of Outstanding Natural Beauty should be switched off when not in use.
- 13.63 TO CONFIRM THE CHANGES TO THE DATES OF FUTURE RECREATION COMMITTEE MEETINGS**
The Committee confirmed the following meeting dates:
Thursday 27th June 2013
Thursday 29th August 2013
Thursday 24th October 2013
Thursday 12th December 2013
Thursday 27th February 2014
- 13.64 THE DATE OF THE NEXT MEETING**
The date of the next Recreation Committee meeting is **Thursday 27th June 2013** in the Lindos Centre, The Bungalow, Conference Room 4 at 19:00.
There being no further business the meeting was closed at 21:10

Signed: _____ Date: _____
[Chairman]