



## RECREATION COMMITTEE

Minutes of an ordinary meeting of the Parish Council Recreation Committee on Thursday 12<sup>th</sup> December 2013 commencing at 19:00 in the Lindos Centre, Conference Room, Saddlemakers Lane, Melton IP12 1PP.

**Present:**

Cllr Mrs JEJ Eckersley [Chairman]  
Cllr Mr M J Kennedy  
Cllr Miss K S Martin [Vice Chairman]  
Cllr Mr AH Porter  
Cllr Mr C Taylor

**In Attendance:**

Mrs C Tye Assistant Clerk to Melton Parish Council

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

It was noted that there were no apologies for absence.

**13.116 DECLARATIONS OF INTEREST**

**13.116.01 To Receive Amendments to the Register**

It was noted that there were no amendments to the register of interests.

**13.116.02 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

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

There were no declarations of Non Pecuniary Interest in respect of items on the agenda.

**13.116.04 To Consider Full/Partial Dispensations for Pecuniary Interests Declared**

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

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

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

There were no members of the general public in attendance at the meeting.

**13.118 NICHOLAS NEWTON**

The chairman welcomed Mr Nicholas Newton, Arboriculture and Landscape Manager from Suffolk Coastal District Council to the meeting.

Mr Newton explained that his post is within the Planning Service, and is primarily to deliver statutory services. This does not cover tree wardens or tree planting.

It was advised that Parish Councils are now consulted about tree works and tree preservation orders, and that there will be a reduction in the number of tree preservation orders issued close to housing or on new development sites due to the need to reconsider the decision in the event of high winds and potential for property damage.

It was also discussed that should Melton Parish Council be felling more than five square metres of useable timber, a Felling Licence is required from the Forestry Commission.

The meeting thanked Mr Newton for his attendance and looked forward to working with him in the future.

It was **RESOLVED** to reinstate standing orders

**13.119 TO APPROVE THE MINUTES OF PREVIOUS MEETINGS**

It was **RESOLVED** that minutes REC (13) M06 of the meeting on 31<sup>st</sup> October 2013 previously circulated be received, noted and signed as a correct record by the Chairman.  
Proposed by: Cllr Martin                      Seconded by: Cllr Eckersley

**13.120 THE BUDGET FOR THE RECREATION COMMITTEE**

Paper REC (13) P120 previously circulated was received and noted.

**13.120.01 It was RESOLVED to pay the bill to Wildwood Contracting for the Health and Safety Survey of the Trees**

Paper REC (13) P120.01  
Proposed by: Cllr Porter                      Seconded by: Cllr Eckersley

**13.121 TO RECEIVE A REPORT ON PROGRESS MADE ON OUTSTANDING ISSUES FROM PREVIOUS MEETINGS OF THE RECREATION COMMITTEE**

Paper REC (13) P121 previously circulated was received and noted.

**13.122 THE PLAYING FIELD/PAVILION**

**13.122.01 To Receive the Park Warden's Reports.**

Paper REC (13) P122.01 (a) for October 2013 and REC (13) P122.01 (b) for November 2013 previously circulated were received and noted.

It was agreed that the Park Warden should make the Recreation Committee aware when additional cleaning works are required at Woodbridge Town Football Club football matches, so that the additional cleaning costs can be charged back to the Football Club.

**13.122.02 To Receive a Report on Progress of Outstanding Items with SCL L/S Management Ltd**

Paper REC (13) P122.02 previously circulated was received and noted.  
Work is required to replace the Playing Field noticeboard blown down in the high winds and the pavilion roof.

**13.122.03 To decide on the installation of a Height Restriction Barrier at the Entrance to the Car Park and the future need for the existing gates**

REC (13) P122.03  
An approach to be made to the Finance, Employment and Risk Management Committee to ascertain if the installation of a height barrier is appropriate. The intention is an alternative option to the Park Warden closing the gates in time of inclement weather or holiday.  
Proposed by: Cllr Martin                      Seconded by: Cllr Eckersley

**13.122.04 Great Run Local**

Consideration was given to the development of a Great Run Local REC (13) P122.04. It was felt that Melton parish Council could support the initiative with promotion and support, but not with the actual running of the event.  
Proposed by: Cllr Martin                      Seconded by: Cllr Eckersley

**13.122.05 Woodbridge Town Youth Football Club**

It was **AGREED** that weekly checks be undertaken to monitor the condition and cleanliness of the pavilion after use.  
Proposed by: Cllr Martin                      Seconded by: Cllr Eckersley

**13.123 MELTON WOODS**

**13.123.01 Update on the Management of Trees.**

- (a) Health and safety survey of trees.  
The Assistant Parish Clerk to continue to obtain quotes for the works to be undertaken.
- (b) Coppicing of Trees Edging Jenners Close  
Wildwood Contracting to be approached for a progress update
- (c) The Hedge on the boundary with Jenners Close  
It was felt that this was not a current priority.
- (d) Transition Woodbridge and the community orchard  
The Committee were advised that three locations are being considered, by the playing fields car park, close to the dead oak tree and by the substation. The current planting season has now passed for 2013.
- (e) The laying of the hedge between Melton Playing Fields and Hutchison's Meadow  
Works will be undertaken to lay the hedge in January 2014. This will take place on a Wednesday by a group of volunteers. The works will thicken the hedge and improve wildlife habitat.

**13.124 REPORT OF THE PROGRESS WITH THE LEEKS HILL FOOTPATH**

The report is being considered by Suffolk County Council in January 2014.

**13.125 REPORTS FROM THE WORKING GROUPS**

**13.125.01 Friends of Melton Woods Working Group**

The group have not met since the last meeting of the Recreation Committee.

**13.125.02 Special Events Working Group**

The Celebration event to thank volunteers of the Parish Council was well received. There is the potential to hold the event annually.

The date for the 2014 Fete has been agreed as 5<sup>th</sup> July 2014

**13.125.03 Young People Working Group**

(a) Survey Analysis and Way Forward

Paper REC (13) P125.03

It was **RESOLVED** to bring the analysis to the next meeting of the Recreation Committee and compile a report on the outcomes.

Proposed by: Cllr Martin

Seconded by: Cllr Eckersley

**13.126 TEXTILE RECYCLING BAGS**

The request by Suffolk Coastal Services to provide textile recycling bags to the local community was considered.

It was **AGREED** that the Parish Council offices were not open sufficiently to support the request.

Proposed by: Cllr Martin

Seconded by: Cllr Eckersley

**13.127 MOBILE POLICE STATION**

The dates for the Mobile Police Station Visits to the Melton Playing Field in 2014 were **AGREED**

Proposed by: Cllr Martin

Seconded by: Cllr Eckersley

**13.128 COMMITTEE CHAIRMAN'S URGENT BUSINESS**

**13.128.01 Report on urgent business not otherwise on the agenda**

A local resident had raised concern about honey fungus on trees close to the car park. It was **AGREED** Councillors would look into the matter further

Proposed by: Cllr Martin

Seconded by: Cllr Eckersley

**13.128.02 Items for Future Meetings**

There were no items for inclusive in Future Meetings.

**13.128.03 Items for Inclusion in Melton Messenger**

It was **AGREED** that the following items be included in the article for the Melton Messenger:

- a) Recycling bags available at Suffolk Coastal Services
- b) Tree Coppicing at Jenners Close
- c) Special Events Party
- d) Dates for the Mobile police station at Melton Playing Fields

**13.129 DATES OF THE NEXT MEETING**

**13.129.01** The date of the meeting will be Thursday 27<sup>th</sup> February 2014 at 7pm in Conference Room 4, Lindos Centre

There being no further business, the meeting finished at 9.21pm

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