

Category	Issue	Action	Progress
ISSUES for		PLANNING COMMITTEE (dependent on LDF)	revised 17th March 2008
Jobs & Local Economy	6.2.1 (part ii)	Encourage the retention of the availability of local jobs and employment opportunities by:- b) ensuring the retention of existing employment sites (see also 6.3.1 below).	Limited progress - Production of SCDC's LDF regularly monitored by MPC Planning Committee. Consultation on SCDC's LDF Specific Allocations due to start in September 2008.
Jobs & Local Economy	6.3.1	Encourage the retention and, if necessary, expansion of the availability of sites within Melton currently zoned for employment use or small-scale business development in the forthcoming Local Development Framework.	Limited progress - Production of SCDC's LDF regularly monitored by MPC Planning Committee. Consultation on SCDC's LDF Specific Allocations due to start in September 2008.
Market Housing	6.6.1	Ensure Local Development Framework prohibits future housing development, not only in <i>all</i> areas currently covered by Local Plan Policies AP28 & AP212, but also at the following sites (some of which are thus covered):- a) Playing Field / Burkes Wood / Leeks Hill Woods; b) "greenfield /green belt sites"; c) "anywhere close to the River Deben or its natural floodplain"; d) "any wooded areas"; e) any existing designated Public Open Spaces.	Limited progress - I23 Production of SCDC's LDF regularly monitored by MPC Planning Committee. Consultation on SCDC's LDF Specific Allocations due to start in September 2008.
Market Housing	6.6.2	Ensure any future housing development is designed to meet the demand for more homes for young people and small families; and limit the provision of further large "family / executive" homes, by means of Local Development Framework policies.	Limited progress - Production of SCDC's LDF regularly monitored by MPC Planning Committee. Consultation on SCDC's LDF Specific Allocations due to start in September 2008.
Jobs & Local Economy	6.6.5	Ensure that meeting needs for future housing development by converting sites of redundant industrial buildings does not result in loss of future employment sites, by means of Local Development Framework policies.	Limited progress - Production of SCDC's LDF regularly monitored by MPC Planning Committee. Consultation on SCDC's LDF Specific Allocations due to start in September 2008.
Natural Environment	6.14.5 (part i-b)	Recognise the importance of features of the natural environment by protecting them from inappropriate development:- a) River & Riverside Walks; b) Woods; c) Meadows and green fields; d) Hedgerows; e) Open Spaces in Built-up Areas; f) Ponds; h) Ditches & Streams; l) the old turnpike road.	Limited progress - Production of SCDC's LDF regularly monitored by MPC Planning Committee. Consultation on SCDC's LDF Specific Allocations due to start in September 2008. Views expressed in Village Plan to be quoted where appropriate in response to individual planning applications.
Built Environment	6.14.5 (part ii-b)	Recognise the importance of features of the built environment by protecting them from inappropriate development:- e) Open Spaces in Built-up Areas; g) Old Buildings in Conservation Area; i) old village pumps / milestones; j) Traditional farm buildings; k) Other Old Buildings.	Limited progress - Production of SCDC's LDF regularly monitored by MPC Planning Committee. Consultation on SCDC's LDF Specific Allocations due to start in September 2008. Views expressed in Village Plan to be quoted where appropriate in response to individual planning applications.

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ISSUES for		PLANNING COMMITTEE (excl those dependent on LDF)	revised 17th March 2008
Traffic Management	6.4.1	Secure safe pedestrian crossing of busy roads, as follows:- a) Wilford Bridge Road (A1152) for access to / from railway station; b) Woods Lane (A1152) at junction with bridleway 20 (Gypsy Lane) (<i>see also</i> 6.4.3d); c) Melton Road (B1438) near Playing Field (<i>see also</i> 6.4.7d).	a) a) & c) No progress yet ; b) Limited progress - possibly included in SCC 2008/09 works programme; MPC Planning Committee to press for meeting with SCC officers to determine extent of progress.
Traffic Management	6.4.2	Secure provision of better / wider pavements, as follows:- a) The Street & Yarmouth Road (B1438) along north side from Saddlemakers Lane junction to opposite Tower End House & along south side from Burness Parish Rooms to crossroads (A1152 junction); b) along the whole length of Pytches Road (on one side only), including remodelling junction with Bredfield Road & North Hill; c) Station Road, on both sides from junction with St. Andrews Place to junction with B1438.	a) & c) No progress yet - MPC Planning Committee to press for meeting with SCC officers to determine extent of progress. b) Achieved - completed in spring 2007.
Traffic Management	6.4.3	Secure provision of cycle paths / tracks, as follows:- a) along Melton Road / Melton Hill (B1438) (<i>see also</i> 6.4.7d); b) along west side of Bredfield Road from junction with Gypsy Lane (BR20) to junction with Woods Lane (A1152) and thence to new cycle track along A12; c) along the River Walk (footpaths 9, 17 & 23); d) along north side of Woods Lane (A1152) between B1438 crossroads and Gypsy Lane (bridleway20) (<i>see also</i> 6.4.1b).	a), c) & d) No progress yet - MPC Planning Committee to press for meeting with SCC officers to determine extent of progress. b) Achieved - work completed in 2006/07.
Traffic Management	6.4.6	Secure improved safety for pedestrians, cyclists and drivers on Melton's roads as follows:- a) reduce vehicle/vehicle & vehicle/pedestrian conflict on Pytches Road (<i>see also</i> 6.4.2b); b) provide adequate space, not only for turning vehicular traffic but also for pedestrian movements, at Melton Crossroads (A1152/B1438); c) review layout of Woods Lane / Bredfield Road junction to give cyclists & drivers exiting the minor road a reasonable chance of so doing.	a) Achieved - work completed in Spring 2007; b) Achieved - redesigned junction completed in October 2006; c) No progress yet - MPC Planning Committee to press for meeting with SCC officers to determine extent of progress.
Parking	6.4.7	Secure better parking provision as follows:- a) off-street in the village centre; b) dedicated bay(s) on-street in the village centre; c) off-street at railway station; d) along Melton Road, by provision of "build outs" (<i>see also</i> 6.4.1c & 6.4.3a).	a), b) & d) No progress yet - MPC Planning Committee to press for meeting with SCC officers to determine extent of progress; c) Progressing - land secured, scheme designed & costed by railway industry during 2007. Construction anticipated in 2009/10, subject to joint funding with local authorities being made available.
Traffic Management	6.4.8	Secure improved road safety and an orderly flow of traffic by:- a) a review of speed limits to ensure they take account of needs of pedestrians as well as drivers; b) Secure better enforcement of speed limits.	a) No progress yet - MPC Planning Committee to press for meeting with SCC officers to determine extent of progress.; b) Achieved - "SID" and "speed guns" have been deployed more frequently, with an increase in prosecutions.

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Traffic Management	6.4.9	Secure improved ambience to historic village centre, as follows:- a) implement a 7.5t weight restriction (except for buses & access) to Station Road, The Street & Saddlemakers Lane / New Road; b) reduce traffic at the crossroads by promoting on-line improvement of B1069, C337 & B1078 as a second means of access to / egress from Rendlesham and the peninsula.	No progress yet - MPC Planning Committee to press for meeting with SCC officers to determine extent of progress.
Affordable Housing	6.6.3	Secure provision to meet demand for Affordable Housing <i>within</i> Melton by means of "Exception Sites" where appropriate. NB Great majority shown to have no objection <i>in principle</i> to a development which might help meet the housing needs of local people.	Limited progress - Copies of maps produced at Village Plan Mapping Day, showing where new housing considered appropriate / inappropriate, provided to SCDC staff responsible for preparation of LDF. Publication of SCDC's Local Development Framework (LDF) delayed. Parish Council to open informal discussion with Grundisburgh & Ufford PCs prior to direct discussion with Rural Housing Trust & / or Housing Associations
Facilities for older people	6.6.4	Secure the provision of appropriate residential accommodation within Melton for people whose age or infirmity means they are unable to take adequate care of themselves in their existing homes.	No progress yet - Parish Council to consider opening direct discussion with SCC Social Care and / or care home providers.
Built Environment	6.14.4 (part i)	Secure improved ambience to historic village centre by implementing measures identified at 6.4.1(a) and 6.4.8 above, plus:- a) Putting electricity cables underground;	No progress yet - Parish Council to open informal discussion with Woodbridge TC prior to considering direct approach to Electricity Company / SCC Highways, perhaps jointly with Woodbridge.

Category	Issue	Action	Progress
ISSUES for RECREATION COMMITTEE			revised 4th February 2008
Facilities for teenagers	6.9.1	Investigate ways of including young people more into community life, and encourage action to implement them. (see also 6.13.2 under VP Cttee)	Progressing - Trustee appointed to Melton Youth Community Project. - full council considering encouraging setting up of a Youth Forum, following presentation on 14 th February 2008.
Cultural, Sporting & Recreational Facilities	6.11.2	Work to identify scope for introduction of local classes / activities in the following:- a) Keep Fit; b) Yoga; c) Badminton; d) Tennis.	a) b) & c) Achieved - introduced at Lindos Centre / Parish Room during 2006/07; d) No progress yet - to be considered once tennis court refurbishment is completed.
Facilities for teenagers	6.11.3	Work to identify scope for introduction of the following activities for young people (11-17) within Melton:- a) sports activities; b) music events; c) skateboard park; d) <i>informal</i> youth club; e) drama events; f) BMX track.	Progressing - Funding allocated to encourage use of <i>Melton Messenger</i> and notice board(s) to assess demand for various activities. - District Council cabinet member with responsibility for young people to addressed full Council on 14 th February 2008.
Facilities for teenagers	6.12.1 (part i)	Work to identify scope for introduction of improved / more inclusive local social facilities aimed at all age groups, as follows:- a) children & young people (11-17); b) young adults (17-25).	Progressing - Trustee appointed to Melton Youth Community Project. - Consideration being given to working with Suffolk Youth Forum, following presentation to full council on 14 th February 2008.
Cultural, Sporting & Recreational Facilities	6.12.1 (part ii)	Work to identify scope for introduction of improved / more inclusive local social facilities aimed at all age groups, as follows:- c) adults (26-64).	No progress yet
Facilities for older people	6.12.1 (part iii)	Work to identify scope for introduction of improved / more inclusive local social facilities aimed at all age groups, as follows:- d) those over 65.	Progressing - Consideration to be given to MPC sponsoring regular page in <i>Melton Messenger</i> to enable various groups to promote themselves more widely.
Cultural, Sporting & Recreational Facilities	6.12.2	Work to identify scope for (re)introduction of the following local clubs or societies:- a) rambling club; b) gardening club; c) University of the Third Age; d) arts club; e) senior citizens' club; f) Women's Institute / Townswomen's Guild.	Limited progress - Some such organisations <i>do</i> exist, but are not well known within the community. MPC, PCC, BPR, Lindos Centre, <i>etc</i> to identify and facilitate wider promotion of them. c) provide link to local U3A contacts on MPC website

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Public Rights of Way	6.14.1	Facilitate the maintenance / creation of more circular walks by providing input to forthcoming Rights of Way Improvement Plan, particularly by provision of new statutory or permissive rights of way at the following locations. (<i>Those marked # are existing tracks.</i>) a) linking FP6 & FP7 (River Wall) [using existing railway level crossing] #; b) linking FP7 (River Wall) with Ufford Bridge – Bromeswell footpath; c) linking FP5 (Jews Lane) with Old Church Road [using part of Ufford Park jogging track to avoid B1438] #; d) linking Fayrefield Road with FP17 (River Wall) [would require new railway crossing]; e) linking New Quay Lane with FP17 (River Wall) [using existing railway level crossing] #; f) linking Old Maltings Approach with FP17 (River Wall) [using existing railway level crossing] #; g) linking Saxon Way (near Melton Grange Rd junc) with NW end of Pytches Road #; h) linking Leeks Hill with Fernhill Close #; i) linking FP19 (near S end of Turnpike Lane) with Saxon Way #; j) other existing paths & tracks within Burkes Wood / Melton Woods #; k) c	Limited progress - All schemes included in database for further review by SCC under RoW Improvement Plan in April 2006. Schemes x) y) & z) to be pursued as "claimed RoW"; schemes z), y) & x) to be confirmed as Maintainable Estate Footways; schemes q),w) & p) to be pursued actively with SCC &/ or directly with landowners
Built Environment	6.14.4 (part ii)	Secure improved ambience to historic village centre by implementing measures identified at 6.4.1(a) and 6.4.8 above, plus:- b) Providing interpretation boards at key locations.	Progressing - Consideration to be given to using local schools to design boards. Clerk to contact Village Recorder to address future meeting of full Council.
Natural Environment	6.14.5 (part i-a)	Recognise the importance of features of the natural environment by providing Interpretation Boards where appropriate:- a) River & Riverside Walks; b) Woods; c) Meadows and green fields; d) Hedgerows; e) Open Spaces in Built up Areas; f) Ponds; g) Ditches & Streams; h) the old turnpike road.	c), d), e) & h) Interpretation Boards not appropriate. a) part Achieved (Riverside) C&H to be asked to replace one on River Wall b), f) & l) Progressing - Consideration to be given to using local schools to design boards, in consultation with Village Recorder. Priority for 2008/09 to be l)
Built Environment	6.14.5 (part ii-a)	Recognise the importance of features of the built environment by providing Interpretation Boards where appropriate :- e) Open Spaces in Built up Areas; g) Old Buildings in Conservation Area; i) old village pumps / milestones; j) Traditional farm buildings; k) Other Old Buildings.	e), j) & k) Interpretation Boards not appropriate. g) & i) Progressing - Consideration to be given to using local schools to design boards, in consultation with Village Recorder. Priority for 2008/09 to be g)

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ISSUES for		LOCAL TRANSPORT REPRESENTATIVE	revised 27th March 2008
Public Transport	6.4.4	Secure improvements to bus services as follows:- a) more frequent bus services; b) timetables at more bus stops; c) more reliable bus services; d) more buses accessible to wheelchairs & buggies.	a) Achieved – service to most parts of village now most frequent on record. b), c) & d) No progress yet; e) Additional Progressing - SCC requested to provide additional shelter at Yarmouth Road/Melton Park and hard-standing at Woods Lane stops. f) Additional Progressing - First Eastern Counties requested to divert bus service 63 along St. Audrys Park Road.
Public Transport	6.4.5	Secure improvements to train services as follows:- a) more frequent train service; b) more reliable train services; c) better availability of train timetables; d) more trains accessible to wheelchairs & buggies.	a) No progress yet - hourly service remains goal of SCC Rail Strategy; b) Achieved - 90% punctuality achieved for much of 2007; c) Progressing -Community Rail Partnership's <i>Line Guide</i> more widely available than train operator's leaflet; d) Achieved - most local trains now meet accessibility regs.
Community Transport	n/a	no issues identified	n/a

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ISSUES for		VILLAGE PLAN COMMITTEE	revised 21st January 2008
Village Identity	6.1.2	As part of a strategy to manage street "Clutter" more effectively, to move existing and/or install additional "Welcome to Melton" signs so as to be clearly visible to drivers entering the parish on <i>all</i> routes.	Progressing - SCC asked for cost of new / relocated signs close to parish boundary, linked with reduction of signage clutter at key locations. <i>Action</i> - SCC to be chased for response to the request for new / relocated 'welcome to Melton' signs.
Jobs & Local Economy	6.2.1 (part i)	Encourage the retention of the availability of local jobs and employment opportunities by:- a) adopting a policy of "buy locally";	a) Progressing - Local businesses section included in parish council website, means of more active management of content to be investigated by November 2007. <i>Action</i> - Annual review of "Local Businesses, Societies & Organisations" section of MPC website to be undertaken, first to be completed by 31 st March 2008.
Access to Training & Skills Development	6.2.2	Investigate means of putting those employers willing to provide vocational training in touch with those requiring it.	No progress yet - Business Link East invited to future meeting of VP Cttee. <i>Action</i> - Noted that a representative from Business Link East has been invited to a future meeting but as yet no conformation has been received.
Jobs & Local Economy	6.3.2	Establish effective dialog with the responsible authorities at the new Rock Barracks (MOD Woodbridge) with a view to developing mutual economic and social benefits.	No progress yet - Chairman of Council to seek meeting with CO of Rock Barracks. <i>Action</i> - To arrange a date for the meeting with the Rock Barracks Commander
Provision of Local Schools	6.5.1	Ensure facilities of local schools are made more affordably available for use by the local community, particularly for adult evening classes.	No progress yet - Chairman of Council to make informal approach to governors with a view to small delegation of councillors meeting headteacher in September 2007. <i>Action</i> - The Chairman of the Village Plan Committee and the Chairman of the Council to arrange a meeting with the Headteacher of Melton Primary School
Access to Healthcare	6.7.1	Secure provision of sufficient capacity in NHS dental service in Melton / Woodbridge area.	Achieved - New NHS dental surgery opened at Deben Mill, Melton Feb 06.
Community Safety	6.7.2	Ensure retention of Community Police officer(s) in Melton.	Achieved - Safer Neighbourhood Team in place from March 2007.
Energy	6.8.1	Investigate viability of providing mains gas supply to those developments within Areas 2, 3 & 7 currently without it.	Progressing - BG / Transco contacted. <i>Action</i> - Noted that no response to the request for information has yet been received
Community Safety	6.9.1	Investigate ways of including young people more into community life, and encourage action to implement them (<i>see also</i> 6.9.1, 6.11.3, 6.12.1 (part i))	Progressing - Trustee appointed to Melton Youth Community Project. - Consideration being given to working with Suffolk Youth Forum, following presentation to full council on 14th February 2008.

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Community Safety	6.9.2	Investigate opportunities presented by government reviews of legislation to tackle:- a) dog fouling and associated issues; b) anti-social behaviour.	Progressing - a) funding for additional bins agreed in Nov 2007. b) Crime statistics for Melton & Ufford Ward to be provided to SNT Liaison Group. Park Warden maintains log of incidents, currently showing a positive trend. <i>Action</i> - Noted that SNT are now providing statistics at the liaison meetings although these are currently combined for Melton and Ufford [a request has been made for these to be separated in future]. The Park Warden has maintained a log of incidents on the playing field which is showing a positive trend. Further dog bins are also being provided.
Shopping & Services	6.10.1	Work to identify scope for the (re)introduction of retail services into Melton, as follows:- a) post office; b) cash dispenser machine; c) greengrocer.	a) Now very unlikely - no further action; b) Achieved - at McColls wef April 2006; c) Now very unlikely - no further action
Access to Information	6.13.1	Investigate ways of improving distribution of "free" newspapers to cover the <i>whole</i> of Melton.	Achieved - Revamped <i>Melton Messenger</i> delivered to <i>all</i> homes & businesses in village wef July 2007. <i>Action</i> - Noted that currently no action has been taken on the improvement in the distribution of 'free' newspapers to all Melton residents as the enhanced circulation of the <i>Melton Messenger</i> has filled this need. Informal discussion to be held on frequency of publication of <i>Messenger</i> .
Access to Information	6.13.2	Investigate ways of providing young people with more information about what's going on in Melton.	Progressing - funding for pages in <i>Melton Messenger</i> to raise awareness of what is available for young people approved by full Council in Nov 2007. <i>Action</i> - The Clerk would make the appropriate arrangements with the Melton Youth Community Project organisers.
Access to Information	6.13.3	Work with those volunteers who have already identified themselves to commence production and distribution of a "Melton Newsletter".	Achieved - <i>Melton Messenger</i> goes monthly to 2,000 homes & businesses wef July 2006.
Local Democracy	6.13.4	Identify means of improving the openness of the way the Parish Council works and publicises its activities.	Achieved - Open Forum at council meetings wef Nov 2006; Council website wef Dec 2006; dedicated office & phone number wef Jan 2007.
Local Democracy	6.13.5	Consider introduction of a higher <i>parish</i> council tax to help fund provision of improved local services.	Achieved - Precept increased to £27,600 pa wef April 2006.

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Built Environment	6.14.2	Promote keeping village tidy by the following means:- a) providing more litter bins; b) entering the Best Kept Village Competition; c) paying for a road-sweeper.	a) Progressing - funding allocated in Nov 2007. <i>Action</i> - The additional litter bins placed corner of Dock Lane and Melton Road and at the corner of Jenners Close and Melton Road in February 2008. b) Progressing - consider improvements leading to entry in 2010 competition. <i>Action</i> - Considered that much more is needed to improve the ambience of the village before entering the competition. Enquiries to be made as to location, ownership & responsibility for maintenance of designated Public Open Spaces within village. c) Progressing - Options for pavement sweeping (The Street to Melton Hill) being investigated. <i>Action</i> - The Clerk to contact Woodbridge Town Council to determine their approach to the provision of a road sweeper. Also SCS Ltd to be requested to provide quotation for monthly sweep of The Street and Melton Road to enable the matter to be considered at a future meeting.
Recycling & Waste Management	6.14.3	Facilitate the recycling of a higher proportion of domestic waste by:- a) including a plastic recycling facility at a central location in Melton; b) providing a kerbside collection service for glass & plastic.	a) No progress - SCDC will not consider recycling of plastic shopping bags, as no end market exists. <i>Action</i> - Noted the response from SCS Ltd that a recycling facility cannot be provided for plastic shopping bags in Melton as there is no end-market. To consider an awareness campaign to encourage residents to use re-usable bags and not plastic carrier bags which have no further use. It was considered that the Melton Messenger and the council website could be used for this purpose. b) Achieved - most of Melton moved to "3-bin" system by October 2007. <i>however</i> no kerbside collection of glass under this system.
Environmental Health & Pollution	n/a	no issues identified	n/a
Risk M'gmt: Flooding	n/a	no issues identified	<i>Action</i> - Consideration to be given to co-opting suitable person to take forward local emergency planning role, particularly with regard to risk of flooding.
Community Assets	n/a	no issues identified	n/a
Emergency Planning	n/a	no issues identified	n/a

BG = British Gas BPR – Burness Parish Room Trustees LEA = Local Education Authority
PCC – Parochial Church Council PCT = NHS Primary Care Trust Police = Suffolk Constabulary
MPC = Melton Parish Council SCC = Suffolk County Council SCDC = Suffolk Coastal District Council
C&H = Coast & Heaths AONB Project