



**RECREATION COMMITTEE**

**Minutes** of the meeting of the Parish Council Recreation Committee held on Thursday 19 June 2014 commencing at 19:00 in the Lindos Centre, Melton IP12 1PP.

**Present:**

- Cllr Mrs E Ashford
- Cllr Mrs J E J Eckersley [Chairman]
- Cllr Mr M J Kennedy
- Cllr Miss K S Martin [Vice-Chairman]

**Absent:**

- Cllr Mr C W Taylor

**In Attendance:**

- Mr W J Grosvenor *Interim Clerk to Melton Parish Council*
- Mrs C Tye *Assistant Clerk to Melton Parish Council*

<b>14.29</b>	<b>TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE</b>
	The apology from Cllr Taylor was received and it was <b>Resolved</b> to consent to the absence.
<b>14.30</b>	<b>DECLARATIONS OF INTEREST</b>
<b>14.30.01</b>	<b>To receive Amendments to the Register</b>
	There were none.
<b>14.30.02</b>	<b>To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda</b>
	There were none.
<b>14.30.03</b>	<b>To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda</b>
	There were none
<b>14.30.04</b>	<b>To Consider Full / Partial Dispensations for Pecuniary Interests Declared</b>
	It was noted that there had been no requests for dispensations.

It was not necessary to lift Standing Orders as there were no members of the public present.

<b>14.31</b>	<b>OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS</b>
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	There were no members of the public present.
<b>14.32</b>	<b>MINUTES OF THE PREVIOUS MEETING</b>
	The Minutes of the Recreation Committee held on 10 April 2014 were Agreed (Minutes REC(14)M02 previously circulated).
<b>14.33</b>	<b>THE BUDGET FOR THE RECREATION COMMITTEE</b>
	The Interim Clerk apologised that this was not available. Work on the accounts is in hand and it is intended to present this to the next meeting.
<b>14.34</b>	<b>TO RECEIVE A REPORT ON PROGRESS MADE ON OUTSTANDING ISSUES FROM PREVIOUS MEETINGS OF THE RECREATION COMMITTEE (Paper REC(14)P34 previously circulated)</b>
	Outstanding actions were addressed elsewhere in the agenda. In summary they are: <ul style="list-style-type: none"><li>• Funding for resurfacing the Playing Fields car park surface</li><li>• Installation of no-camping signs</li><li>• Drainage grant</li><li>• Installation of height barrier.</li></ul>
<b>14.35</b>	<b>MELTON PLAYING FIELDS</b>
<b>14.35.01</b>	<b>To Receive the Park Warden's Reports for April and May 2014 (Reports REC(14)P35.01 and REC(14)P35.01 previously circulated)</b>
	The reports from the Park Warden for April and May were received and noted. He was congratulated on continuing to do a good job and for the extra work involved with the Car Boot Sale. In discussion on the issues raised, concern was expressed about users leaving the toilet lights on in the pavilion. Agreed to put up notices reminding users of the need to ensure that all lights are switched off before leaving the premises. Also on the matter of litter in the children's area, it was suggested that it might be a good idea to get a child to produce a notice to encourage children to champion the cleanliness of their own area – Cllr Martin to speak to the Primary School.
<b>14.35.02</b>	<b>To Receive a Report on Progress of Outstanding Items with SCL Landscape Management Ltd (Report REC(14)P35.02)</b>
	This was received and discussed. The question was raised as to when the broken play equipment that was decommissioned will be either repaired or replaced. Other fresh concerns raised included: <ul style="list-style-type: none"><li>• Need to re-attach the belt to the net in the Tennis Court nearest the pavilion</li><li>• Need to repair hole in net at ground level</li><li>• Some net posts need to be either repaired or replaced</li><li>• White gate on Melton Road is very rusty and needs overhauling.</li></ul>
<b>14.35.03</b>	<b>To Consider Clearance of the Soil and Tree Roots from alongside Melton Road</b>



	<p>SCL have quoted £510 inc VAT to cut back to the edge of the footpath and re-expose the whole tarmac area.</p> <p>The overgrown pavement outside Chesapeake Villa was discussed. There is a link on the MPC website to the SCC website where infringements can be reported. Cllr Eckersley to put into Melton Messenger.</p>
<b>14.35.04</b>	<b>To Receive an Update on the Flooding of the Playing Fields</b>
	<p>A discussion took place on the flooding issues in respect of both the road and the fields. SCL are to be commended on the way in which they have managed the areas of the fields affected by flooding. The drainage ditch is cleared annually; cost considerations mean that the work cannot be done more frequently.</p> <p>The Assistant Clerk reported that quotations had been received for field drainage work from:</p> <ul style="list-style-type: none"> <li>• DAB Group £5,700 inc VAT</li> <li>• SCL Contract Management Ltd £5,250 inc VAT</li> <li>• SCL ditch clearance £582 inc VAT.</li> </ul> <p>The Committee agreed to apply for a grant from SCDC Sports Fund to cover the cost of the drainage works. Works will be subject to funding being in place.</p>
<b>14.35.05</b>	<b>To Receive an Update on the installation of the Height Barrier for the Melton Playing Fields Car Park</b>
	<p>A quotation was received from Jacksons Fine Fencing for supply of materials (£1,086.20) and installation (£912.00) giving a total (inc VAT) of £1,998.20.</p> <p>This figure was within budget. However the Assistant Clerk will seek an alternative quotation for the installation work to see if it can be carried out more cheaply.</p>
<b>14.35.06</b>	<b>To Receive an Update on the Resurfacing of the Car Park</b>
	<p>The following quotations have been received:</p> <p>EFM Surfacing Contractors: £11,610 inc VAT  P A Moyse £10,272 inc VAT  DAB Group £10,320 inc VAT</p> <p>SCL Contract Management £5,250 inc VAT <i>for surface dressing only</i>  DAB Group £8,740 inc VAT <i>for surface dressing only</i></p> <p>There is no funding in place and consideration will need to be given by Full Council.</p>
<b>14.35.07</b>	<b>To Consider the Crowning of the Lime Trees on the Melton Road edge of the Playing Fields</b>
	<p>SCL was asked to look into the condition of the trees overall, and to make safe the tree that has fallen. Their response was to say that the tree had fallen because it had been allowed to grow too big, and that all the Limes need to be reduced by 50%. Estimated cost of that work is</p>



	<p>c£4k, including weekend working.</p> <p>Following discussion the Committee agreed at its next meeting to review its priorities, including those from the woodland Management Report, and decide what needs to go into next year's budget. The September meeting agenda also needs to include an item relating to commissioning Ann Westover to produce an action plan for the future management of woodland.</p>
<b>14.35.08</b>	<b>Toilets – to consider ideas to prevent the playing fields and woods being used as toilets</b>
	<p>This was discussed in the context of receiving an e-mail about a person defecating in the woods from a resident at Melwood. Whilst it was a matter of concern it was felt to be an isolated incident and agreed to take no further action at the moment.</p>
<b>14.35.09</b>	<b>Circular Walks Maps</b>
	<p>The suggestion has been made that the Recreation Committee develop circular walk leaflets and route way markers through Burkes Wood. The Committee felt it was a very good idea but because of lack of resources, it will have to remain a low priority. It needs to be done by someone with knowledge, time and interest, combined with the ability to do desktop publishing.</p>
<b>14.36</b>	<b>MELTON WOODS</b>
	See Minute 14.38.01 below.
<b>14.37</b>	<b>TO RECEIVE A REPORT OF THE PROGRESS WITH LEEKS HILL FOOTPATH</b>
	Awaiting for the determination of an appeal. No progress to date.
<b>14.38</b>	<b>TO RECEIVE REPORTS FROM THE WORKING GROUPS</b>
<b>14.38.01</b>	<b>Friends of Melton Woods Working Group</b>
	<p>Saplings will be available for autumn planting and there will be a working party set up to do that. Also in the autumn the Suffolk Wildlife Group will layer a hedge and in the winter look at works to the pond.</p>
<b>14.38.02</b>	<b>Special Events Working Group – To authorise the Recreation Committee Chairman to Agree expenditure from the existing Budget for the WW1 Project as and when required within the lines of the Grant award when made</b>
	<p>Agreed to delegate to the chairman of Recreation Committee the decision to spend from the pot allocated to the project.</p> <p><i>Proposed by:</i> Cllr Martin      <i>Seconded by:</i> Cllr Eckersley</p>
<b>14.38.03</b>	<b>Young People Working Group</b>
	No report was received.



<b>14.39</b>	<b>COMMITTEE CHAIRMAN'S URGENT BUSINESS</b>
<b>14.39.01</b>	<b>Creation of a Footpath between Saxon Way and Bredfield Road</b>
	This proposal was discussed. Cllr Martin will e-mail Footpaths Officer Mary George at SCDC regarding the procedure. Cllr Eckersley to contact Cllr Butterwick about a site meeting. The proposal should be included in the Neighbourhood Plan.
<b>14.39.02</b>	<b>Just 42 Youth Bus – Pilot Project</b>
	This was discussed. The Interim Clerk was asked to contact the project to clarify their insurance position and to invite a representative to the next meeting of Recreation Committee to review the pilot and assess need and future options. Concern was expressed that if the project was to start again in the autumn, then access to toilets would need to be considered.
<b>14.39.03</b>	<b>To Receive Items for Future Meetings</b>
	Items for the next meeting need to include: <ul style="list-style-type: none"><li>• Priorities</li><li>• Action planning for tree management</li><li>• Budget</li><li>• Just 42 Youth Bus</li></ul>
<b>14.39.04</b>	<b>To Consider Items for Inclusion in the Melton Messenger</b>
	<ul style="list-style-type: none"><li>• Overhanging branches and what can be done</li><li>• Just 42 Youth Bus</li><li>• Action being taken to remedy the flooding to the playing fields</li></ul>
<b>14.40</b>	<b>DATE OF NEXT MEETING</b>
	Thursday 4 September 2014 at 19:00 at the Lindos Centre. This is a change due to some Members being unavailable on 28 August.
<b>14.41</b>	<b>DEPARTURE OF ASSISTANT CLERK</b>
	As this was the Assistant Clerk's last meeting of Recreation Committee before her departure from the Council, the chairman thanked Cheryl for all her past services and wished her well for the future.



# MELTON PARISH COUNCIL

