



REC(15)M01

RECREATION COMMITTEE

Minutes of the meeting of the Parish Council Recreation Committee held on Wednesday 25 February 2015 commencing at 19:00 in the Lindos Centre, Melton IP12 1PP.

Present:

Cllr Miss K S Martin [Vice-Chairman]
Cllr Mr C W Taylor
Mrs E Ashford [Co-optee]

Absent:

Cllr Mrs J E J Eckersley [Chairman]
Cllr Mr M J Kennedy

In Attendance:

Cllr Mr A H Porter
Mr W J Grosvenor *Clerk to Melton Parish Council*

15.01	TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE Apologies in advance had been received from Cllr Eckersley and Cllr Kennedy and it was RESOLVED to consent to the absences.
15.02	DECLARATIONS OF INTEREST
15.02.01	To receive Amendments to the Register There were none.



15.02.02	To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda There were none.
15.02.03	To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda There were none
15.02.04	To Consider Full / Partial Dispensations for Pecuniary Interests Declared 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.

15.03	OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS There were no members of the public present.
15.04	MINUTES OF THE PREVIOUS MEETING The Minutes of the Recreation Committee held on 11 December 2014 were AGREED (Minutes REC(14)M06 previously distributed).
15.05	TO RECEIVE THE FINANCE REPORT Paper REC(15)05 previously distributed was received and noted. The Chairman queried the cost of purchasing cameras charged to the Recreation Committee budget in the Orders for Payment. The Clerk acknowledged the error and informed the Committee that it should correctly be charged to the Neighbourhood planning budget. The correction would be made. The Chairman also asked if a collection of tennis court monies could be made at year end. The Clerk said that would be done.
15.06	TO REVIEW BUDGET SUBMISSION Paper REC(15)06 previously distributed was received and discussed. It was AGREED to propose the following further changes to the Recreation Committee budget for 2015/16: <i>Add provision of £1,000 for Dog and Grit bins</i> <i>Increase provision for the Play Area to £2,000</i>



	<p>The Clerk informed the meeting that the Melton Road tree works would now be done in 2015/16, due to the need to seek TPO consent from the Planning Authority. Therefore he would ensure adequate budgetary provision was made in 2015/16.</p>
15.07	MELTON PLAYING FIELDS
15.07.01	<p>To Receive the Park Warden's Report for December 2014 and January 2015</p> <p>Paper REC(15)07.01 previously distributed was received and noted. The Committee recorded their appreciation for all that Keith continues to do. The Chairman raised the matter of the pavilion being left unlocked on 6 January 2015. There was no obvious explanation offered for this and it was AGREED to keep the matter in view in the hope that it would not happen again.</p>
15.07.02	<p>To Receive a Report on Matters Relating to the Contract with SCL</p> <p>Paper REC(15)07.02 previously distributed was received and noted. The recommendation to ask SCL to replant the gap in the hedging along the Melton Road was AGREED.</p>
15.07.03	<p>To Receive an Update on Drainage Matters</p> <p>Paper REC(15)07.03 previously distributed was received. It was to bring Members of Recreation Committee up to date on this matter and the report was NOTED.</p>
15.07.04	<p>To Receive an Oral Report on the Hiring of the Playing Field</p> <p>The Clerk reported on the current position:</p> <ul style="list-style-type: none">• LC – Personal Trainer – agreement in place until the end of May 2015• MT – uses the field for personal training coaching. He has not responded to communications and been told that he must stop using the field for his business. [NB. Subsequent to the meeting he provided insurance and risk assessment details together with payment and a draft agreement has been sent to him.]• Car Boot Sales 2015 – agreement in place <p>Additionally a request had recently been received from the Circus Tyanna to use the playing field for one week in July 2015. This was AGREED subject to:</p> <ul style="list-style-type: none">• Payment of a deposit of £50.00• The Circus agreeing to pay an inclusive sum of £200 for the hire• Satisfactory insurance and risk assessment documentation being received



	<ul style="list-style-type: none">• A Hire Agreement being entered into. The Clerk to contact the circus owner accordingly.
15.07.05	<p>To Consider the Renewal of the WTYFC Lease</p> <p>The Committee considered the current agreement with WTYFC. The starting point needed to be to ask the club what they wanted both in terms of dates for fixtures and training. The hire cost could then be considered in the light of what they are seeking.</p> <p>Any new agreement needs to put all the responsibility on the hirer in terms of pitch marking, and the right to use the pavilion for storage should be confined to the small room to the right hand side of the pavilion.</p>
15.07.06	<p>To Consider a Further Report Relating to the Melton Road Trees</p> <p>The Clerk reported that all the trees along the Melton Road boundary of the Playing Field were included in Tree Preservation Order 25. Therefore a TPO application would be required which would require a plan showing the trees and schedule of proposed works. In order to facilitate this the Clerk suggested that as Paul Masters of Wildwood Contracting had already produced a comprehensive report on the trees, he be asked to assist with providing the technical data that will need to be included in the TPO application and also needed for seeking quotations. This was AGREED.</p>
15.07.07	<p>To Consider the Use of Floodlighting on the Playing Field</p> <p>The Clerk reported on the recent request by Mr MC to be allowed to use the floodlighting for evening football practice. He had been granted temporary use a year ago, and assumed that it would continue. Keith however thought that the arrangement had expired unless specifically re-requested and granted, and in this winter had denied this facility to Mr MC.</p> <p>Following discussion the Committee decided to defer granting this facility until the next winter season, and requested the Clerk to advise Mr MC accordingly. Concern was also expressed that the Council had not yet received a condition report on the electrical installation from its contractor.</p>
15.07.08	<p>To Receive a Report on the Electrical Work to the Pavilion</p> <p>Paper REC(15)07.08 previously distributed was received and noted. Following the appointment of Bannister & Day to carry out the works to the pavilion outlined in the report, the Clerk reported that arrangements had been made for the works to be done on Thursday 5 March.</p>
15.07.09	<p>To Consider arrangements for Emergency Access to the Playing Field</p>



	<p>The Clerk reported that he had received an e-mail from a local resident asking the Committee to consider arrangements for emergency access to the Playing Field.</p> <p>The Committee discussed the matter but concluded that as fire engine crews would be able to cut the locks in place easily to facilitate access, no change to the current arrangements as needed.</p> <p>The Clerk to provide the resident with a suitable response.</p>
15.08	MELTON WOODS
15.08.01	Action Plan for the Management of the Woods - Update The Clerk reported that he was in touch with Alice Martin who has expressed an interest in doing this work. The Chairman offered to provide the Clerk with the e-mail address for Martin Minta, who also might be interested.
15.09	DOG WASTE BINS The Clerk reported that the new dog waste bins in station Road and on Leeks Hill were installed. He would supply Liz Ashford with a few stickers which might help to alleviate the problem of inconsiderate dog walkers in the Station Road area.
15.10	LOCATION OF GRIT BINS Paper REC(15)10 previously distributed was received and noted. Given their local knowledge of grit bins that were being serviced, Councillors expressed surprise at the position maintained by County Highways. Subsequent to writing the report, the Clerk had tracked down orders for grit bins in 2011/12, which in part matched the locations known to Members. In the circumstances the Clerk would need to check on the positions of bins in place (and serviced) so that the correct paperwork could be in place with County before the next winter.
15.11	JUST 42 YOUTH BUS - UPDATE Nothing to report. [NB. Following the meeting the Clerk had a telephone call to say that the recent sessions had gone relatively well and Just 42 were considering further sessions – dates / venues to be advised.]
15.12	TO NOTE THE CURRENT SITUATION REGARDING THE WOODBRIDGE TOWN FC / ST AUDRY'S / NOTCUTT DEVELOPMENT



	Noted that WTFC has declined to take a position until it sees the final proposals. St Audry's Football Club has folded. The Sports & Social Club and the Cricket Club might be looking for a new home.
15.13	TO RECEIVE REPORTS FROM THE WORKING GROUPS
15.13.01	Friends of Melton Woods Working Group Nothing to report.
15.13.02	Special Events Working Group Nothing to report.
15.13.03	Young People Working Group Nothing to report.
15.14	COMMITTEE CHAIRMAN'S URGENT BUSINESS
15.14.01	To receive a report on urgent business not otherwise on the Agenda <ul style="list-style-type: none">• Reported that the 2nd draft of the Neighbourhood Plan is now being worked on• The Chairman asked about the report of the Leeks Hill Footpath Public Inquiry; the Clerk advised that nothing had so far been received.• The Clerk reported the e-mail enquiry about privately owned allotments and the Chairman advised as to a suitable response
15.14.02	To agree items for inclusion in Melton Messenger Nothing specific to report
15.15	DATE OF NEXT MEETING The next meeting will take place on Wednesday 22 April 2015 commencing at 19:00 in the Lindos Centre Seminar Room. There being no further business the meeting closed at 21:05.



MELTON PARISH COUNCIL

