



REC(15)M02

RECREATION COMMITTEE

Minutes of the meeting of the Parish Council Recreation Committee held on Wednesday 22 April 2015 commencing at 19:00 in Cloghan's Bungalow, Suffolk Coastal District Offices, Melton Hill, Melton IP12 1AU.

Present:

Cllr Miss K S Martin [in the Chair]
Cllr Mrs J E J Eckersley
Cllr Mr C W Taylor
Mrs E Ashford [Co-optee]

Absent:

Cllr Mr M J Kennedy

In Attendance:

Mr W J Grosvenor *Clerk to Melton Parish Council*

Cllr Eckersley invited Cllr Martin to take the Chair and took the opportunity to thank her for standing in as Chairman during the last few months.

15.16	TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE Apologies in advance had been received from Cllr Kennedy and it was RESOLVED to consent to the absence.
15.17	DECLARATIONS OF INTEREST
15.17.01	To receive Amendments to the Register There were none.



15.17.02	To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda There were none.
15.17.03	To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda There were none
15.17.04	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.

15.18	OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS There were no members of the public present.
15.19	MINUTES OF THE PREVIOUS MEETING The Minutes of the Recreation Committee held on 25 February 2015 were AGREED (Minutes REC(15)M01 previously distributed).
15.20	TO RECEIVE THE FINANCE REPORT (Draft Year End Accounts) Paper REC(15)20 previously distributed was received and noted. The Clerk went through the key aspects of the accounts as they related to the work of Recreation Committee. The accounts had been through internal audit and would be submitted for approval to Full Council on 13 May. From 1 April 2015 financial management would be undertaken by the use of Alpha software, and management reports would appear in a different, but hopefully equally understandable, format.
15.21	TO REVIEW BUDGET PROPOSALS FOR 2015/16 Paper REC(15)21 previously distributed was received and discussed. The Clerk explained the changes highlighted in pink made since last Full Council. It was AGREED not to propose any further changes to the Recreation Committee budget at this stage.



15.22	MELTON PLAYING FIELDS
15.22.01	To Receive the Park Warden's Report for February and March 2015 Paper REC(15)22.01 previously distributed was received and noted. As ever the Committee recorded their appreciation for all that Keith continues to do. A request was made for keys to the height barrier to be supplied to Cllrs Porter and Martin and this was AGREED .
15.22.02	To Receive a Report on Matters Relating to the Contract with SCL Paper REC(15)22.02 previously distributed was received and noted. The Clerk went through the points raised. SCL will quote for fertilising and overseeding the grass and, as the work will need to be done as soon as possible after the end of the football season, a decision would need to be made in advance of the next ordinary meeting of the Committee. It was AGREED that the item of damaged play equipment known as "Activity Equipment – Multi Play (Senior)" should be fenced off and removed. A quotation should be sought for a replacement. Ideas as to new equipment in the context of updated provision should be discussed at the next meeting.
15.22.03	To Receive an Update on Drainage Matters Paper REC(15)22.03 previously distributed was received and noted.
15.22.04	To Receive an Oral Report on the Hiring of the Playing Field The Clerk reported on the current position: <ul style="list-style-type: none">• LC – Personal Trainer – agreement in place until end May• MT – Personal Trainer – agreement in place until end June• Car Boot sales 2015 – agreement in place Additionally a request from the Circus Tyanna to use the playing field for one week in July 2015 was AGREED at the previous meeting subject to: <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• A Hire Agreement being entered into. However the Clerk had not received any subsequent response from the circus owner. The hire agreement with the Woodbridge Town Youth FC will come to an end after the last match this season in early May, and will need to be re-negotiated for the new season.



15.22.05	<p>To Receive an Oral Update Relating to the Melton Road Trees</p> <p>The Clerk reported that, as previously reported, all the trees along the Melton Road boundary of the Playing Field were included in Tree Preservation Order 25. A TPO application would be required together with plans and specifications of works. Because this work cannot now be done until after the end of the nesting season, it has assumed lower priority than the drainage project, but will be resurrected as soon as possible. Committee AGREED that this would be mentioned in the Melton Messenger to prepare the community for the works.</p>
15.22.06	<p>To Receive a Report on Further Electrical Work to the Pavilion</p> <p>Paper REC(15)22.06 previously distributed was received and noted. Committee AGREED the estimates and the Clerk was instructed to commission the works. Finance, Employment & Risk Management Committee had already recommended that budgetary provision for 2015/16 be uplifted by £500 to cover the works, which could be viewed as prudent risk mitigation .</p>
15.23	<p>MELTON WOODS</p>
15.23.01	<p>Action Plan for the Management of the Woods - Update</p> <p>The Clerk reported that he had received a quotation for producing a woodland management plan. He had also arranged to meet someone else who was interested in quoting for the work, in the following week. Committee considered the quotation submitted but agreed to wait for the second quote and consider both at the next meeting.</p>
15.24	<p>FETE 2015</p> <p>Committee considered issues relating to the Fete:</p> <ul style="list-style-type: none">• AGREED £5m insurance cover for the bouncy castle• AGREED use of aerosol spray to mark out stall positions on the playing field.
15.25	<p>MELTON MILESTONE</p> <p>Quotation of £45 to rub down and paint the milestone in The Street was AGREED.</p>
15.26	<p>LOCATION OF GRIT BINS</p> <p>The Clerk reported that this item was being carried forward to acknowledge that further work will need to be done before the start of the bin-filling season.</p>
15.27	<p>DOG BIN – MELTON OLD CHURCH</p> <p>AGREED that this item shall be provided. Clerk to make the necessary arrangements.</p>



15.28	JUST 42 YOUTH BUS - UPDATE Nothing to report in relation to their programme. Cllr Martin said that she had contacted them to see if they would consider attending at the fete. However it seemed unlikely that they would come.
15.29	TO NOTE THE CURRENT SITUATION REGARDING THE WOODBRIDGE TOWN FC / ST AUDRY'S / NOTCUTT DEVELOPMENT Nothing to report.
15.30	TO RECEIVE REPORTS FROM THE WORKING GROUPS
15.30.01	Friends of Melton Woods Working Group Nothing to report.
15.30.02	Special Events Working Group Matters relating to the Fete have been dealt with above (see Minute 15.24). Cllr Taylor reported that the History Group would be meeting in May 2015.
15.30.03	Young People Working Group Nothing to report.
15.31	COMMITTEE CHAIRMAN'S URGENT BUSINESS
15.31.01	To receive a report on urgent business not otherwise on the Agenda <ul style="list-style-type: none">• TPO request for Magnolia Tree to be pruned at East House – no objection• Cllr Martin reported that parents at Melton Primary School have set up a project group called "Cycle for Life" with the aim of getting funds to build a cycle shed and develop cycle maintenance classes. One of the project leaders would be coming to talk at the Annual parish Meeting.
15.31.02	To agree items for inclusion in Melton Messenger Nothing specific to report other than that referred to above in Minute 15.22.05.
	PART TWO - CONFIDENTIAL
	Exempt / Confidential Items It was RESOLVED that , under Section 100(a)(4) local Government Act 1972 (as amended), the public be excluded from the meeting for the remaining item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act.



MELTON PARISH COUNCIL



15.33

DATE OF NEXT MEETING

The next meeting will take place on Wednesday 24 June 2015 commencing at 19:00 at Cloghan's bungalow, Melton Hill.

Before the meeting closed Cllr Martin thanked all the people who have sat on Recreation Committee for the last four years, and particularly Cllr Eckersley, who had been Chairman during that period.

There being no further business the meeting closed at 21:15.