



MELTON PARISH COUNCIL

REC(16)M01

RECREATION COMMITTEE

Minutes of the meeting of the Parish Council Recreation Committee held on Wednesday 24 February 2016 commencing at 19:00 in Cloghan's Bungalow, Suffolk Coastal District Offices, Melton Hill, Melton IP12 1AU.

Present:

Cllr Mrs Moyra Bevilacqua
Cllr Miss K S Martin (Chairman)
Cllr Ms Claire McBurney
Cllr Mr Alan Porter (*ex officio*)
Cllr Mr C W Taylor
Cllr Mr John West
Mrs E Ashford [Co-optee]

Absent:

There were no absentees

In Attendance:

Mr W J Grosvenor *Clerk to Melton Parish Council*

	PART ONE – OPEN TO THE PUBLIC
16.01	TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE There were no apologies.
16.02	DECLARATIONS OF INTEREST
16.02.01	To receive amendments to the Register There were none.

16.02.02	<p>To receive Declarations of Pecuniary Interest in respect of Items on the Agenda</p> <p>There were none.</p>
16.02.03	<p>To receive Declarations of Non Pecuniary Interest in respect of Items on the Agenda</p> <p>There were none.</p>
16.02.04	<p>To consider Full / Partial Dispensations for Pecuniary Interests Declared</p> <p>It was noted that there had been no requests for dispensations.</p>
	<p><i>There was no resolution to lift Standing Orders as no members of the public were present</i></p>
16.03	<p>OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS</p> <p>There were no members of the public present.</p>
16.04	<p>TO APPROVE THE MINUTES OF THE PREVIOUS MEETING</p> <p>The Minutes of the Recreation Committee held on 2 December 2015 were AGREED (Minutes REC(15)M06 previously distributed).</p>
16.05	<p>TO APPROVE THE MANAGEMENT ACCOUNTS FOR 1 APRIL 2015 TO 31 JANUARY 2016</p> <p>Papers FRM(16)05.01(a-e) previously distributed were received. The Clerk went through the accounts highlighting key issues in relation to Recreation budgets. Spend to 31 January was 43.5% of overall budget. There were significant underspends and overspends however within that. The programmed tree works along Melton Road will be completed and paid for this financial year (£10k), which should ensure that spend by year end will be approaching at least 80% of budget. Individual budget head allocations will not necessarily be reflected in spend this year; however it is hoped to remedy this in 2016/17 reflecting the work done on budget setting and the revised Grounds Maintenance contract.</p>
16.06	<p>TO CONSIDER DEVELOPMENT OF THE NEW MPC WEBSITE</p> <p>Paper REC(16)06 previously distributed was received and discussed. The Clerk reported work done to date with the development of the new <i>OneSuffolk</i> website. Recreation Committee Members were broadly happy with the way the layout of the new site was being developed subject to, if at all possible, the provision of a Members only page for distribution and storage of confidential papers.</p>

<p>16.07</p>	<p>TO CONSIDER STAFFING ISSUES</p> <p>The Clerk reported that the Park Warden retired on 31 January 2016 and all formalities were satisfactorily concluded.</p> <p>In relation to the recruitment of the Village Handyperson he had issued six information packs and had to date received two completed applications. He reminded Members that the closing date for applications was 10 March. The Chairman asked that suitable dates for shortlisting and interview be advised to Members of Recreation Committee (and the Chairman of FERM Committee).</p>
<p>16.08</p>	<p>MELTON PLAYING FIELDS</p>
<p>16.08.01</p>	<p>To receive the Park Warden’s report for December 2015</p> <p>Paper REC(16)08.01 previously distributed was received and noted. The diary entry against 22 December 2015 indicating that the Pavilion had been left unlocked was a matter of surprise and concern.</p> <p>As this was the last report from the Park Warden, Members expressed their thanks and appreciation to him for all that he had done for Melton over the years.</p>
<p>16.08.02</p>	<p>To receive a report on all matters relating to the Playing Field including the contract with SCL</p> <p>Paper REC(16)08.02 previously distributed was received and discussed:</p> <ul style="list-style-type: none"> • The successful application for a grant from the Outdoor Playspace Fund to renew the winding mechanism on tennis court no 1 was NOTED with satisfaction. The Clerk had ordered the works to be done. • The completion of the outstanding electrical and plumbing work to the pavilion was NOTED. Anglian Water will re-inspect on 9 March. It was suggested that the next time electrical works were being carried out, it would be worth looking at whether the footpath lights could be timed to come on at dusk and switch off say at 9pm. • The clearance of roots and undergrowth from the footway along Melton Road was NOTED • The effective operation of the mole removal contract was NOTED

	<ul style="list-style-type: none"> There appeared to have been an increase in dog fouling. AGREED to highlight again in the Melton Messenger. Cllr Porter offered to draft a sign for lamination reminding dog owners of what is expected from them and their pets.
16.08.03	<p>To receive a report on all matters relating to the hiring of the Playing Field</p> <p>Paper REC(16)08.03 previously distributed was received.</p> <p>The Clerk reported that there is now only one personal trainer hiring the field and he is fully paid up for 2016. Hire agreements are in place for the 2016 car boot sales and the 2015-18 hire by the Woodbridge Town Youth Football Club.</p> <p>No firm commitment has yet been received from the Circus Tyanna to the Council's offer to let them have the field from 24 to 31 July 2016.</p>
16.09	MELTON WOODS AND TREES
16.09.01	<p>To consider adoption of the draft Burkes Wood Management Plan</p> <p>The Committee considered the draft Management Plan which was the subject of a presentation by consultant Alice Martin prior to the start of the formal meeting. It was AGREED to adopt the Plan, subject to the suggested work programme for Year 1 being added to the Plan as Appendix D (as agreed with Alice Martin).</p> <p>It was further AGREED that the Clerk would seek a price from Alice to carry out a visual tree safety assessment in the early autumn of 2016. Once the Handyperson is in post a work plan based on the suggested Year 1 programme can be devised in conjunction with the Friends.</p>
16.09.02	<p>To receive an update on the programmed Melton Road tree works</p> <p>The Clerk reported that permission to undertake works to the trees along Melton Road, covered by Tree Preservation Order 25, had been granted on 22 January by Suffolk Coastal DC, in accordance with the specification of works submitted. SCL had now given a start date for the works of 25 February 2016.</p>
16.10	<p>SUFFOLK COAST AND HEATHS AONB GRANTS PROGRAMME</p> <p>Paper REC(16)10 previously distributed was received and NOTED.</p> <p>The deadline for grant applications in the 2016 round is 17 March. However the criteria are generally similar for each annual round of grant giving and Members might like to consider any suitable projects that might form the basis of an application for 2017.</p>

16.11	JUST 42 YOUTH BUS Nothing having been heard from Just 42 recently, the Committee asked the Clerk to find out whether there is any news about activities in Melton.
16.12	2016 FETE - UPDATE Cllr Martin reported that the Committee was meeting monthly. £550 worth of sponsorship had been received to date. On the basis of experience last year, only a disabled wc cubicle will be hired for the 2016 fete.
16.13	LEEKES HILL FOOTPATH - UPDATE Cllr Martin reported that Suffolk County Council had carried out works to the Leekes Hill footpath to make it more accessible. However initial feedback was that the path as it now existed was not thought to be ideal or easy to use.
16.14	TO NOTE THE CURRENT SITUATION REGARDING THE WOODBRIDGE TOWN FC / ST AUDRY'S / NOTCUTT DEVELOPMENT Nothing to report.
16.15	TO RECEIVE A REPORT FROM THE FRIENDS OF MELTON WOODS COMMUNITY GROUP Nothing to report. However as previously reported the Council's Tree Warden, Mrs Jenny Eckersley, will be attending a Community Woodland Course on 27 February 2016.
16.16	COMMITTEE CHAIRMAN'S URGENT BUSINESS
16.16.01	To receive a report on urgent business not otherwise on the Agenda The Chairman reported sightings of what appeared to be dead frogs in the pond in Melton woods. The Clerk had contacted an amphibians expert via the Suffolk Wildlife Trust who would be visiting the site on the afternoon of 25 February. Cllr Martin would try to meet him on site.
16.16.02	To agree items for inclusion in Melton Messenger The next issue of the Melton Messenger will appear in early March 2016.
	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.
16.18	DATE OF NEXT MEETING The next meeting will take place on Wednesday 27 April 2016 commencing at 19:00 at Cloghan's bungalow, Melton Hill. There being no further business the meeting closed at 20:20.