



MELTON PARISH COUNCIL

REC(16)M04

RECREATION COMMITTEE

Minutes of the meeting of the Melton Parish Council Recreation Committee held on Wednesday 7 September 2016 commencing at 19:30 at the Burness Parish Rooms, The Street, Melton IP12 1PW.

Present:

Cllr Mrs M Bevilacqua
Cllr Miss K S Martin (Chairman)
Cllr Mr A Porter (*ex officio*)
Cllr Mr C W Taylor
Mrs C McBurney (Co-optee)

Absent:

Cllr Mrs C Gradwell
Cllr Mr J West
Mrs E Ashford (Co-optee)

In Attendance:

Mr W J Grosvenor *Clerk to Melton Parish Council*

	PART ONE – OPEN TO THE PUBLIC
16.51	TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE Apologies for absence had been received from Cllr Gradwell, Cllr West and Mrs Ashford, and it was RESOLVED to consent to the absences.
16.52	DECLARATIONS OF INTEREST
16.52.01	To receive amendments to the Register There were none.
16.52.02	To receive Declarations of Pecuniary Interest in respect of Items on the Agenda There were none.

16.52.03	<p>To receive Declarations of Non Pecuniary Interest in respect of Items on the Agenda There were none.</p>
16.52.04	<p>To consider Full / Partial Dispensations for Pecuniary Interests Declared It was noted that there had been no requests for dispensations.</p>
16.53	<p>OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS There were no members of the public present.</p>
16.54	<p>TO APPROVE THE MINUTES OF THE PREVIOUS MEETING It was RESOLVED to agree the Minutes of the Recreation Committee held on 6 July 2016 (Minutes REC(16)M03 previously distributed). <i>Proposed by:</i> Cllr Bevilacqua <i>Seconded by:</i> Cllr Taylor</p>
16.55	<p>MELTON PLAYING FIELDS</p>
16.55.01	<p>To receive a report on all matters relating to the Playing Field and Pavilion including the greenspace management contract Paper REC(16)55.01 previously distributed was received and discussed:</p> <ul style="list-style-type: none"> • The replacement of the Yale locks to the two rooms at the eastern end of the Pavilion was NOTED. • The position on the contract with SCL was NOTED, including the annual hedge cut which was carried out in late August. <p>The Clerk's attention was drawn to a bare round patch with only a few weeds in the centre of the football pitch nearest to the Pavilion. He promised to investigate and discuss with SCL.</p>
16.55.02	<p>Play area inspection report Paper REC(16)55.02 previously distributed was received and discussed. Actions carried out in respect of the low risk / very low risk recommendations by the Handyperson were NOTED. In respect of the moderate risk damage to one cradle on the 1 bay 2 seat swing, the Clerk reported a price from SCL for replacing the whole seat / chains / shackles / fixings of £355.00 ex VAT, including labour. In view of the likely worn condition of the other cradle and fittings, it was AGREED to order replacement of both cradles and fittings. At the same time the Handyperson to repaint the swing frame so that the item is effectively renewed.</p>

<p>16.55.03</p>	<p>Pavement lights Paper REC(16)55.03 previously distributed was received and discussed. The price from Bannister & Day for installing a light sensor and timer so that the pavement lights can be used, coming on automatically at dusk and then switching off at a prearranged time, was AGREED. The cost to be charged to Budget head 4310 – Greenspace – additional works.</p>
<p>16.55.04</p>	<p>Work of the Village Handyperson The Clerk expressed complete satisfaction with the work carried out by Phil Donoghue in the first few months of his employment at Melton. In addition to specific jobs reported under Minute 16.55.01 above, and in the minutes of the previous Recreation Committee meeting, he is also looking to improve the operation of the village notice boards (see below). Members asked that he has a look at the two village pumps, in Melton Road and Saddlemaker’s Lane. The Clerk promised to pass on this request. As requested by FERM Committee at their August meeting, a brief report on the Handyperson’s activities will be submitted to each Full Council meeting starting in September 2016.</p>
<p>16.55.05</p>	<p>To receive an update on drainage matters The Clerk reported a price received from SCL to dig out the full existing ditch line below the hedge, from the car park to the electricity substation, of £460.00 ex VAT. This work has not been carried out for a few years and is a necessary part of the overall field drainage strategy. It was AGREED. In terms of the strategy agreed at the previous meeting in relation to alleviating the flooding around the substation, as soon as UK Power Networks supplies a map showing the location of the underground cables, then a discussion can take place with them over the works to be carried out. As an indication of cost, a price has already been obtained from SCL for digging out a slip trench just around the substation only, discharging into the main culvert under the highway, of £260.00 ex VAT.</p>
<p>16.55.06</p>	<p>To receive a report on all matters relating to the hiring of the Playing Field Nothing specific to report. The circus hire went very smoothly and there was minimal rubbish to clear and no damage to the greensward. Members however expressed concern at the number of circus posters across the village that still remained to be removed, In future the need for their removal after the performances should be made a condition of the hire.</p>
<p>16.55.07</p>	<p>Request for key to access Pavilion toilets The Clerk reported a request from Michel Tester, for a key to the main pavilion door to enable access to the toilet facilities for his exercise class participants. The request was AGREED, subject to either retrieving the key</p>

	<p>from Mr Mark Champkin (in which case MPC will have to refund his £50.00 deposit) and giving it to Mr Tester (in return for a deposit from him); or simply acquiring another key for Mr Tester in return for another deposit. The Clerk to investigate the most practical approach.</p>
16.56	MELTON WOODS
16.56.01	<p>To consider follow up actions re work plan for the first year following the adoption of the Burkes Wood Management Plan</p> <p>A discussion took place in the light of the morning's walkabout in Burkes Wood with Peter Ross and colleague of Norse, and Simon Cox of SCL. The consensus was that, rather than focus on delineating pathways for visitors to use, a better approach would be to create "halos" around good specimen trees to bring in light and encourage undergrowth. That would have the effect of restricting where people can walk without the need for physically limiting pathways. In that context:</p> <ul style="list-style-type: none"> • Norse (Peter Ross) will be in touch re organising a volunteer group to carry out coppicing. • The Clerk to identify with SCL a suitable location near to the edge of the wood to undertake what in effect will be a pilot "halo" exercise. • The muddy areas at the entrance to the wood will be monitored; if necessary bark chippings will be used to stabilise the ground surface (cheaper and safer than sleepers). • There will be no need to procure protective fencing at the moment. • Suffolk Wildlife experts to be asked to advise on the pond, which appears to need both clearance and ongoing management. Clerk to talk to SWT.
16.56.02	<p>Report on action to make safe dangerous tree</p> <p>The Clerk reported the split oak tree at the entrance to the wood had been made safe by SCL at a cost of £300.00 ex VAT. Subsequent to the morning's walkabout, the Clerk advised receipt of prices from SCL to (1) cut up the debris of the fallen tree and leave in cut piles away from the entrance - £330.00 ex VAT; and (2) fell and cut up similarly, a dangerous oak tree approximately 20 metres along the footpath on the left of the entrance to the wood. It was AGREED to progress these works.</p>

16.56.03	<p>To receive a report from the Friends of Melton Woods Community Group Nothing to report.</p>
16.56.04	<p>Willow Harvest 2016 The Clerk reported that the company with whom MPC had contracted to remove the cricket bat willow trees, wished to carry out this work in the first two weeks of October 2016. The importance of letting residents know was discussed, and it was AGREED that the next issue of the <i>Melton Messenger</i> will include a narrative on this. Also the Clerk will arrange for notices to be placed on site and on the playing field. The website and e-news will also feature the information.</p>
16.57	<p>VILLAGE NOTICE BOARDS – REPAIR ISSUES In view of the poor functionality of the locks on four of the five notice boards, the Handyperson has been investigating alternative means of securing the boards. The cheapest option is to procure galvanised hasp type fittings for c£30.00. Replacing the existing locks would cost over £300.00 because there is only one provider who charges a premium. AGREED to procure and fit the hasp type locks.</p>
16.58	<p>JUST 42 YOUTH BUS The Clerk reported receipt of an email from the Just 42 manager, Caroline Rutherford. The youth bus project will not run in 2016/17. The Woodbridge Youth Centre is closing and Just 42 are looking for temporary accommodation. They are also short of staff and reviewing provision generally. The position will be mentioned in the October <i>Melton Messenger</i>. Also the Clerk is in touch with Caroline to retrieve the barrier key which the charity still has.</p>
16.59	<p>YARMOUTH ROAD MILESTONE The Clerk reported a request by Ms Sarah Latimer for the milestone opposite the Ufford Park Hotel to be repainted. Mr Ken Petherbridge, who did the restoration of the milestone in The Street, would be willing to undertake the work. Following discussion it was AGREED that if Mr Petherbridge is willing to work on such an exposed site (very close to fast moving traffic) then MPC will commission him to do the work.</p>

16.60	<p>TO NOTE THE CURRENT SITUATION REGARDING THE WOODBRIDGE TOWN FC / ST AUDRY'S / NOTCUTT DEVELOPMENT</p> <p>Nothing to report. AGREED to remove this item from future agendas until something actually happens.</p>
16.61	<p>COMMITTEE CHAIRMAN'S URGENT BUSINESS</p>
16.61.01	<p>To receive a report on urgent business not otherwise on the Agenda</p> <ul style="list-style-type: none"> • Youth holiday activities' funding opportunity – Cllr Martin to forward to Pitstop • Tesco bags of help grants – changes – Clerk to forward the email to Cllr Martin.
16.61.02	<p>To agree items for inclusion in <i>Melton Messenger</i></p> <p>The next edition of the <i>MM</i> will appear in October and carry items on the willow harvest and Just 42.</p>
16.62	<p>DATE OF NEXT MEETING</p> <p>The next meeting will take place on Wednesday 26 October, commencing at 19:00, venue to be confirmed. Apologies in advance were offered by Councillors Bevilacqua and Martin.</p> <p>There being no further business the meeting closed at 21:15.</p>