



MELTON PARISH COUNCIL

REC(19)M05

Recreation Committee

Minutes of the meeting of the Melton Parish Council Recreation Committee held on Wednesday 6th November 2019 commencing at 19:00 at 17 Riduna Park, Station Road, Melton, IP12 1QT.

Present:

Cllr Mr S Ashworth
Cllr Mr M Holmes
Cllr Miss K S Martin
Cllr Mr C W Taylor (Chair)
Mrs C McBurney (Co-optee)
Mrs E Ashford (Co-optee)

Absent:

Cllr Mrs C Gradwell
Cllr Mr A Porter

In Attendance:

Mrs P Alder *Assistant Clerk & Management Officer to Melton Parish Council*

| | Part One - Open to the Public |
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| 19.53 | To receive apologies for absence Apologies for absence were received from Cllrs Porter and Gradwell |
| 19.54 | Declarations of Interest |
| 19.54.01 | To receive Amendments to the Register There were none |
| 19.54.02 | To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda There were none |
| 19.54.03 | To receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda There were none |
| 19.54.04 | To consider Full/Partial Dispensations for Pecuniary Interests Declared It was noted there had been no requests for dispensations |
| 19.55 | Open Forum for Members of the Public to talk to Councillors There were no members of the public present |
| 19.56 | To approve the minutes of the previous meeting It was Resolved to agree the Minutes of the Recreation Committee held on 25 th September 2019 (REC(19)M04 previously distributed). Proposed by: Cllr Martin Seconded by: Cllr Ashworth |
| 19.57 | Melton Playing Field |
| 19.57.01 | Car Boot Sales To approve dates proposed for car boot sales in 2020 (REC(19)57.01) The Assistant Clerk ran through the proposed dates for the car boot sales in 2020. It was noted that none clash with the proposed date for the Fete (18 th July 2020) or |

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| | <p>Woodbridge Town Youth Football Club (dates are included in their hire agreement). It was AGREED that the proposed dates are acceptable, and the Assistant Clerk will inform the organisers and arrange the hire agreement. Proposed by: Cllr Martin Secoded by: Cllr Holmes</p> |
| <p>19.57.02</p> | <p>New Memorial Bench To approve location and type of bench as requested. The Asst Clerk reported that a resident has requested a memorial bench to be located on the eastern edge of the playing field between the gate to Hutchison Meadow and the large dead oak tree. The resident will pay for the cost of the bench and plaque. Committee members were shown a picture of the bench which is made of recycled plastic. It was AGREED that this could go ahead, whilst being mindful that the bench is far enough away from the hedge to enable hedge cutting. The Asst Clerk will liaise with the resident to order the bench and with the Village Handyperson regarding the installation. Proposed by: Cllr Holmes Secoded by: Cllr Ashworth</p> |
| <p>19.57.03</p> | <p>Woodbridge Town Youth Football Club (WTTFC) To review the proposed changes to the hire agreement (REC(19)57.03) The Asst Clerk met with a representative of WTYFC to discuss the hire agreement. The changes proposed are to limit the agreement to U16s only, ensure the closed period in May-August is adhered to, and that there will be training by one age group per evening in the week after the clocks go forward until the season closes in May. The Committee would like WTYFC to confirm which groups will be training and when to ensure the field is not overused. It was AGREED that these changes were acceptable and that the Assist Clerk will communicate with WTYFC to confirm the changes subject to them confirming the training groups. WTYFC had also asked if they could have a discount if they did an upfront payment for the whole term. As this is of no benefit to Melton Parish Council financially the members DID NOT AGREE to a discount. Committee members raised the issue that if the Pavilion is rebuilt, we will need to provide temporary storage and toilet facilities. The issue of keys was discussed and it was AGREED that no further sets of keys would be cut and that it would be beneficial to look at a key pad system, which could have different codes for different users at set times, for any new Pavilion building. Proposed by: Cllr Martin Secoded by: Mrs Ashford</p> |
| <p>19.57.04</p> | <p>Dog Fouling Posters To consider dog fouling remediation measures. Asst Clerk reported that they had received information about a dog fouling campaign during darker months, when reports of dog fouling increase. The committee questioned if there is a problem with dog fouling in the Parish and Mrs McBurney confirmed that it was a persistent problem in Station Road. It was felt that the campaign was too expensive to justify but it would be useful to get Cllr Porter to include a message in the Melton Messenger reminding residents to clear up after their dogs. The Asst Clerk was also asked to contact Melton primary school to see if they could produce some posters in fluorescent paint (Parish Council to supply) to put up around the village.</p> |
| <p>19.57.05</p> | <p>Play Equipment Annual Inspection Plan of Action To receive a report on the work carried out as a result of the Annual Inspection (REC(19)57.05) The Asst Clerk reported that she had met with the Village Handyperson to confirm what action had been taken since the previous meeting and the Plan of Action had been updated. It was noted that all the items listed are very low risk. It was AGREED that the Asst Clerk is to investigate the cost of replacing the cracked sections of the play surface and that purchase of new</p> |

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| | <p>equipment to replace the seesaw and roundabout and any other equipment too badly deteriorated to repair should be considered in 2020/21. It was NOTED that the edges of the MUGA used to be swept and kept clear as part of the Ground Maintenance agreement. It was NOTED that the Committee should look at installing accessible equipment for disabled users when choosing replacements.</p> <p>Proposed by: Mrs McBurney Secoded by: Mrs Ashford</p> |
| 19.58 | To consider CIL and Grant Funded Projects |
| 19.58.01 | <p>MUGA</p> <p>To review the proposals for MUGA development (REC(19)58.01) The Asst Clerk reported that she had contacted the original suppliers to receive quotes for replacing the MUGA without fencing. It was NOTED that the suppliers had advised installing fences to protect the MUGA and create a better play area. The Asst Clerk has been approached by Suffolk Netball expressing an interest in this project. It was suggested that a MUGA could be installed at Hall Farm Road. It was AGREED to refer to Full Council for consideration as part of the options for use of CIL monies.</p> <p>Proposed by: Cllr Taylor Secoded by: Mrs Ashford</p> |
| 19.58.02 | <p>Youth Play Equipment</p> <p>To review the proposals for youth play equipment (REC(19)58.02) The Asst Clerk reported on her discussions with the PE Department at Farlingaye High School. They suggested installing Parkour equipment and the Active Communities Officer recommended carrying out a consultation. The Committee asked the Asst Clerk to contact the PE Department about helping to carry out a consultation with the target age group. It was noted that previous attempts to engage with this age group had not been very successful. It was AGREED to carry out a consultation and report to Full Council.</p> |
| 19.58.03 | <p>Security Barrier and electricity supply</p> <p>To review proposals for a security barrier and receive an update on the laying of electricity cabling (REC(19)58.03) The Asst Clerk reported that she had received two indicative quotes for an electric gate at the entrance to the Playing Fields. Members questioned why we had changed from rising bollards to a gate. It was felt that a gate was a better solution for technical reasons. The Committee asked if one-way traffic spikes would be a better solution. It was noted that the Car Park will need resurfacing soon and so whatever solution is installed needs to be mindful of that. The Handyperson is working with SCL and the electricians regarding the installation of the electricity supply and this will take place in the next few weeks (weather dependent). The route of the cable will ensure that tree/hedge roots are not affected. It was AGREED to refer the choice of barrier solution to Full Council due to the predicted costs exceeding the allocated budget.</p> <p>Proposed by: Cllr Taylor Secoded by: Cllr Martin</p> |
| 19.58.04 | <p>CCTV</p> <p>To consider installing CCTV in the Car Park/Pavilion due to reports of antisocial behaviour. Cllr Taylor reported that there was evidence of damage to the Beacon shield and reports of antisocial behaviour (drinking and drug taking) near the Pavilion. It was suggested that CCTV could be installed to discourage such behaviour and to protect any new Pavilion. It was suggested that we monitor the number of incidents to establish the level of antisocial behaviour and how serious the issues are. The Committee noted that there very few incidents in Melton in relation to surrounding areas. It was AGREED that Cllr Holmes will ask about the efficacy and benefits of installing CCTV at the next Police meeting he attends.</p> |

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| 19.59 | Melton Woods |
| 19.59.01 | <p>Tree safety works</p> <p>To review quotes and select supplier (REC(19)59.01) The Asst Clerk presented the two quotes and it was AGREED to appoint the supplier of Quote 1. The Asst Clerk will ensure the Method Statement and Insurance certificates are supplied before work commences.</p> <p>Proposed by: Cllr Martin Seconded by: Mrs Ashford</p> |
| 19.59.02 | <p>Tree Warden Report</p> <p>To receive the Tree Warden's latest report (REC(19)59.02) The Tree Warden asked to see the posts and ropes that are available for cordoning off the damaged oak. The Asst Clerk will ask Cllr Gradwell to contact the Tree Warden to facilitate. The Committee were saddened at the news that the Tree Warden will be resigning next year as they feel he has done a wonderful job since taking on the role. It was suggested that Cllr Porter includes a message in the February edition of the Melton Messenger so there can be a handover period with any successor.</p> |
| 19.60 | <p>Village Handyperson</p> <p>To receive a report on the work of the Village Handyperson. The Asst Clerk reported that the Village Handyperson has been carrying out a number of tasks including installing brackets on grit bins, parking bollards at 17 Riduna Park, grass cutting, liaising with SCL and the electrician to lay the electricity cable in the Playing Fields and carrying out repairs and maintenance to the play park report. The tennis courts will be sprayed with algae/moss killer later this year/early Spring when the weather is suitable.</p> |
| 19.61 | Committee Chairman's Urgent Business |
| 19.61.01 | <p>To receive a report on urgent business not otherwise on the agenda</p> <p>DC/19/4276/TCA – a TCA was received for The Bowery, 5 The Street Melton to remove 4 yew trees and 2 conifers. It was AGREED that the Asst Clerk would respond saying that the Council is neutral but regrets the loss of mature trees and welcomes as many being replaced as possible.</p> |
| 19.62 | <p>To agree items for inclusion in the Melton Messenger</p> <p>Message regarding dog fouling Message regarding Tree Warden vacancy</p> |
| 19.63 | <p>Date of Next Meeting</p> <p>The next meeting will take place on Wednesday 8 January 2020 commencing at 19:00 at 17 Riduna Park, Station Road, Melton, IP12 1QT There being no further business the meeting closed at 20:20.</p> |