



MELTON PARISH COUNCIL

MPC(18)M06

Melton Parish Council

Minutes of the Meeting of Melton Parish Council held on Wednesday 26 September 2018 commencing at 19:30 at the Burness Parish Rooms, The Street, Melton IP12 1PW.

Present:

Cllr Mr A H Porter (Chairman) Cllr Mrs B Abbott Cllr Mr B Banks Cllr Miss E A Barrington Cllr Mr N Brown	Cllr Mrs C Gradwell Cllr M Holmes Cllr Miss K S Martin Cllr Mr C W Taylor Cllr Ms J Whitworth
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Absent:

Cllr Mr A G Corston Cllr Mrs E J G Hilson	Cllr Mr M L Webb
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In Attendance:

Mr W J Grosvenor <i>Clerk to Melton Parish Council</i>	2 members of the public
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	PART ONE – OPEN TO THE PUBLIC
18.90	TO RECEIVE APOLOGIES FOR ABSENCE Apologies for absence were received from Councillors Corston, Hilson and Webb. Apologies were also received from District Councillor Jim Bidwell.
18.91	DECLARATIONS OF INTEREST
18.91.01	To receive Amendments to the Register There were no amendments to the Register.
18.91.02	To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda There were no declarations of Pecuniary Interest in respect of Items on the Agenda.
18.91.03	To receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda There were no declarations of Non Pecuniary Interest in respect of Items on the Agenda.

18.91.04	<p>To Consider Full / Partial Dispensations for Pecuniary Interests Declared</p> <p>It was noted that there had been no requests for dispensation for Pecuniary Interests declared.</p>
18.92	<p>PUBLIC PARTICIPATION SESSION</p>
18.92.01	<p>To receive the reports from County and District Councillors</p> <p>In view of his absence, there was no report from County Councillor Alexander Nicoll. District Councillor Jim Bidwell previously supplied a report which was read out by the Clerk:</p> <ul style="list-style-type: none"> • Cllr Bidwell wished to express his gratitude for the successful installation of the new memorial bench by the village sign. Could Melton PC do something about the unsightly litter bin adjacent, and possibly use the money left over from the purchase of the bench towards the cost of a flagpole near the war memorial? • He reported the death of Cllr Raymond Catchpole – Councillor for Walberswick Ward. • The new East Suffolk “super council” will be in place from 1 April 2019, with elections in May 2019. • The electoral review re Ward boundaries has taken place and closed for decision-making on 27 August. • Suffolk Coastal DC from now on will retain business rates collected (currently around £10m), and some monies have been allocated for improvement projects in the District. • 1st draft of the new Local Plan has been published. • Both Framlingham and Saxmundham have benefitted from allocation of CIL monies. • The Melton Hill redevelopment saga continues with the developer seeking to reduce the affordable housing units from 32 to 11.
18.92.02	<p>To receive village matters raised by Members of the Public or Councillors</p> <ul style="list-style-type: none"> • Cllr Martin reported that posters advertising the recent Shuck festival were still being displayed in Melton. She will contact Woodbridge TC to remind them to take them down. • Cllr Brown wished to draw attention to the late evening congregation of youths with cars in the Playing Field car park. He was advised that the matter is urgently being looked at by Recreation Committee and is an Item later on the Full Council agenda. • Cllr Abbott reported that: <ul style="list-style-type: none"> ○ Cllr Porter, as Chairman of the Council, will lay a wreath at the War Memorial at 10.45am on 11 November. ○ Names on the War Memorial are being researched and put into a commemorative map which will be an insert into the <i>Melton Messenger</i>. ○ A bugler is being arranged for the beacon lighting. ○ The car park will need to be closed from 4pm on 11 November. The Clerk to arrange for notices to be displayed. ○ Cllr Taylor will arrange for lighting to be provided. ○ There will be an exhibition in the Burness Parish Rooms over the Armistice weekend. ○ Mr Colin de la Rue has been invited – he has carried out research into the Woods family. ○ A blue plaque will be placed on Wilford Lodge re the Woods family.

	<p>cash at the Council's three bank accounts totalled £174,083.27. There being no matters of concern to be considered, the report was NOTED.</p>
18.96.03	<p>To receive a report on the External Audit 2018</p> <p>The Clerk reported that nothing has so far been received from the External Auditor in respect of the limited assurance review, despite the looming deadline for publishing the Notice of Conclusion of Audit before 30 September. It was suggested that SALC are asked to chase the auditor, PKF Littlejohn on behalf of Melton.</p>
18.96.04	<p>To consider renewal proposals for the Council's insurances</p> <p>The Clerk reported the proposals received from Came & Co, the Council's broker, for the renewal which falls due on 1 October. Councillors considered the following quotations:</p> <ul style="list-style-type: none"> • Inspire (AXA) £2,204.88 • Hiscox £2,451.50 • Ecclesiastical £2,914.26 <p>All quotations include insurance premium tax (IPT) but exclude the £50.00 administration fee charged by Came & Co.</p> <p>Following discussion it was RESOLVED to enter into a 3 year binding long term agreement option with Inspire for a total sum of £2,144.64 (including IPT and the broker's administration fee).</p> <p>Proposed by: Cllr Gradwell Seconded by: Cllr Porter</p>
18.97	<p>TO RECEIVE A FURTHER REPORT ON THE PROPOSAL TO PURCHASE A MEETING ROOM / PARISH OFFICE AT RIDUNA PARK AND RATIFY THE DECISION MADE AT THE SPECIAL MEETING OF FULL COUNCIL ON 1 AUGUST IN THE LIGHT OF FURTHER PUBLIC CONSULTATION</p> <p>Paper MPC(18)97 previously distributed was received. The Clerk reviewed the actions / decisions to date and set out the current position. Since the Special Meeting of Full Council held on 1 August, in order to provide the necessary evidence of wide consultation, a flyer was distributed with every copy of the <i>Melton Messenger</i> (which itself carried an article about the proposal) advertising a public meeting to be held on 19 September at the Church Room, Station Road. At that meeting, following a presentation and discussion, there was a unanimous vote of approval for the project. Separately emails and letters received by the Clerk prior to the meeting showed 95% support, and the poll on <i>Next Door</i> (social media) showed 89% in favour.</p> <p>Following discussion it was RESOLVED to ratify the decision made on 1 August to go ahead with the purchase of Unit 17 at Riduna Park.</p> <p>Proposed by: Cllr Gradwell Seconded by: Cllr Barrington</p> <p>The motion was passed unanimously.</p>
18.98	<p>TO RECEIVE A REPORT ON RECENT PROBLEMS OF CRIME AND ANTI-SOCIAL BEHAVIOUR ON THE COUNCIL'S LAND</p> <p>The Clerk reported recent problems experienced in relation to attempts by a vagrant to gain access to the pavilion, and (more serious), gatherings of youths and cars in the Playing Field car park in late evenings. It was understood that the vagrant has moved on; however the car park gatherings are ongoing, and cause disturbance to neighbours. In the course of a broad discussion the following points were made:</p> <ul style="list-style-type: none"> • CCTV installation is not considered either a deterrent or very helpful, and also prone to being disabled by vandalism. • Installing an automatic barrier with a key pad is considered the best approach. Cllr Gradwell is liaising with Martlesham PC to gain from their experience.

18.103	TO CONSIDER RISK ISSUES Paper MPC(18)103 previously distributed was received. The Clerk took Members through the key high and medium risks. It was AGREED to remove the risk relating to youth misbehaviour around the pond as no longer being considered an issue.
18.104	REPORT ON HANDYPERSON ACTIVITIES The Clerk reported that Phil Donoghue's annual appraisal has now been completed and Phil has agreed to undergo training in respect of both use of a petrol strimmer and lone working. In terms of projects, he has recently installed the memorial bench by the village sign and is in the process of making the base for the beacon on the Playing Field.
18.105	UPDATE ON MEMORIAL BENCH The Clerk reported that there was the sum of £366.00 remaining following the purchase and delivery of the bench. Following discussion it was AGREED to ask Cllr Bidwell if that sum can be used to help fund a Beacon Commemorative Plaque / Poppy emblem.
18.106	TO RECEIVE A REPORT ON LITTER CLEARANCE ESTIMATE FOR SADDLEMAKER'S LANE Paper MPC(18)106 previously distributed was received. The Clerk reported that although the actual litter clearance by Suffolk Coastal Norse will be free of charge, because of the nature of Saddlemaker's Lane, there would need to be a road closure and the charges for the preliminary works for that come to £2,762.00, including fees to Suffolk County Council totalling £1,190.00. Following discussion, it was AGREED to park the proposal, but at the same time to raise the issue of the Suffolk County Council costs with Cllr Nicoll.
18.107	COUNCILLOR TRAINING Nothing to report.
18.108	SUFFOLK COASTAL DC QUALITY OF PLACE AWARDS 2018 This award scheme which ran up to 31 August 2018 was NOTED .
18.109	EAST SUFFOLK PARTNERSHIP ANNUAL FORUM 9 NOVEMBER 2018 Cllr Porter will attend this.
18.110	TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES
18.110.01	Burness Parish Room Management Committee Nothing to report.
18.110.02	Melton Trust Cllr Martin reported that the first meeting this year will take place on 23 October 2018.
18.110.03	East Suffolk Rail Partnership Paper PLA(18)99.02 previously distributed was received and NOTED .
18.110.04	Melton Primary School Cllr Martin reported that the school has welcomed its new Headteacher. Numerous small changes are being made.
18.110.05	Melton Messenger Delivery problems were discussed. Cllr Porter to thank Bettaprint for their very quick response to the request for production of the urgent flyer for inclusion with the September issue. Copy for the November issue in preparation. A plea will be made about not dropping litter. Melton Folk will play at the Christmas party.

18.110.06	<p>ASB Meetings Cllr Holmes reported his attendance at the last two meetings.</p>
18.110.07	<p>Sizewell C and EDF Community Forum Cllr Gradwell reported back on the presentation at the last meeting re the 3rd stage consultation which begins in January 2019.</p>
18.110.08	<p>Suffolk Association of Local Councils Cllr Gradwell reported back on the meeting which took place on 17 September.</p>
18.111	<p>TO CONSIDER ITEMS FOR THE MELTON MESSENGER Any items for inclusion in the November issue should be forwarded to Cllr Porter.</p>
18.112	<p>CHAIRMAN'S URGENT BUSINESS</p> <ul style="list-style-type: none"> • The Annual Disability Focus Day will be held on 23 October 2018. • Flood & Coastal Erosion Risk Management – request for feedback in terms of how flooding and coastal change should be managed over the next 30 years.
18.113	<p>DATE OF NEXT MEETINGS The next ordinary meeting of Full Council will take place on Wednesday 28 November 2018 at the Burness Parish Rooms, The Street, Melton IP12 1PW, commencing at 19:30. There being no further business the meeting closed at 21.40.</p>