



# MELTON PARISH COUNCIL

REC(20)M04

## Recreation Committee

**Minutes** of the meeting of the Melton Parish Council Recreation Committee held on Wednesday 11<sup>th</sup> November 2020 commencing at 19:00 via Zoom.

**Present:**

Cllr Mr M Holmes  
Cllr Mr C W Taylor (Chair)  
Mrs C McBurney (Co-optee)  
Cllr Mr A Porter  
Cllr Harvey-Smith  
Cllr Miss K S Martin

**Absent:**

Cllr Mrs C Gradwell

**In Attendance:**

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

	<b>Part One - Open to the Public</b>
<b>20.47</b>	<b>To receive apologies for absence</b> Cllr Gradwell
<b>20.48</b>	<b>Declarations of Interest</b>
<b>20.48.01</b>	<b>To receive Amendments to the Register</b> There were none
<b>20.48.02</b>	<b>To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda</b> There were none
<b>20.48.03</b>	<b>To receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda</b> There were none
<b>20.48.04</b>	<b>To consider Full/Partial Dispensations for Pecuniary Interests Declared</b> There were none
<b>20.49</b>	<b>Open Forum for Members of the Public to talk to Councillors</b> No members of the public were present
<b>20.50</b>	<b>To approve the minutes of the previous meeting</b> It was <b>RESOLVED</b> to agree the Minutes of the Recreation Committee held on 9 <sup>th</sup> September 2020 (REC(20)M03 previously distributed). It was discussed whether a list of actions from previous meetings should be added to future agendas. The Asst Clerk will consider including for the next meeting. <b>Proposed by:</b> Cllr Harvey-Smith <b>Seconded by:</b> Cllr Porter

<b>20.51</b>	<b>Melton Playing Field</b>
<b>20.51.01</b>	<p>Councillors discussed the contents of the report REC(20)51.01. Councillors were happy with the remedial work that had been carried out on the play park by the Maintenance Officer. The risk assessment supplied by WTYFC was deemed acceptable and Councillors asked that the Pavilion is checked after use to ensure adequate cleaning is taking place. It was <b>AGREED</b> that a formal chemical usage policy was not required at the present time, but any time the use of chemicals is proposed we need to assess and ensure that the Council takes all steps to ensure that the contractor /operative carries out the work strictly in accordance with all safety requirements and carries out the work in a manner as safe as possible. It was <b>AGREED</b> that the tennis court fencing should be replaced and the recommendation to Full Council is to replace it with the more robust panel fencing if the Sports/Play pots can be used to fund it. The Asst Clerk is liaising with ESC to confirm if the Play pot can be utilised. It was also <b>NOTED</b> that we should ensure we spend the Play Pot soon and speak to Bromeswell about spending the Sports Pot.</p> <p><b>Proposed by:</b> Cllr Martin <b>Seconded by:</b> Cllr Harvey-Smith</p>
<b>20.52</b>	<b>Melton Woods</b>
<b>20.52.01</b>	<p><b>Tree Survey</b></p> <p>Paper REC(20)52.01 was discussed and it was <b>AGREED</b> that there were no changes needed to the brief and that the new parcels of land being divested from ESC should be included. However, it was requested that the quote should be split into two parts to show the cost for the existing land and the new as separate entities. It was queried if the map from the previous tree survey could be used to form part of the brief. The Asst Clerk believed we could not but would confirm with the Clerk. The Asst Clerk will send the brief out to three surveyors.</p> <p><b>Proposed by:</b> Cllr Holmes <b>Seconded by:</b> Cllr Porter</p>
<b>20.52.02</b>	<p><b>Tree Warden Report</b></p> <p>Councillors considered the latest report, paper REC(20)52.02 and were pleased that there was a candidate to take over from the current Tree Warden. It was <b>AGREED</b> that the Asst Clerk would contact the candidate and invite them to the Recreation meeting in January 2021.</p> <p><b>Proposed by:</b> Cllr Martin <b>Seconded by:</b> Cllr Harvey-Smith</p>
<b>20.52.03</b>	<p><b>Pond</b></p> <p>The Asst Clerk reported that a site visit had been carried out by Suffolk Wildlife Trust (SWT) together with Cllr Gradwell, the Maintenance Officer and a local resident. Paper REC(20)52.03 detailed the work that was proposed. It was <b>AGREED</b> that a survey should be undertaken next Spring. The Asst Clerk will confirm if the survey cost can be covered by existing budgets otherwise it will need to go to Full Council for approval.</p> <p><b>Proposed by:</b> Cllr Martin <b>Seconded by:</b> Cllr Porter</p>
<b>20.53</b>	<b>TPO Applications</b>
	<p><a href="#">DC/20/4145/TPO 12 Burrows Road</a>  <a href="#">DC/20/4224/TPO 62 Hall Farm Road</a>  <a href="#">DC/20/4210/TPO East House</a>  <a href="#">DC/20/4345/TPO 2 Grange Park Drive</a>  <a href="#">DC/20/4341/TPO Turnpike House</a></p> <p>There were no comments on these applications.</p> <p><b>Proposed by:</b> Cllr Taylor <b>Seconded by:</b> Cllr Porter</p>
<b>20.54</b>	<b>Village Handyperson</b>

	The Asst Clerk gave a verbal report on the work carried out by the Maintenance Officer in recent months. In addition to his usual tasks of grass cutting, litter clearance and CCTV monitoring he has also carried out remedial work on the play park, installed the SID and will be removing the algae from the tennis courts. Councillors expressed their gratitude for all the work that he does and asked the Asst Clerk to convey their thanks to him.
<b>20.55</b>	<b>CIL and Grant Funded Projects</b>
<b>20.55.01</b>	The Asst Clerk reported that there would be a discussion about CIL projects at Full Council on the 18 <sup>th</sup> November 2020.
<b>20.56</b>	<b>ASB</b> Cllr Holmes reported there were no updates. The tent in the woods is being dealt with by ESC.
<b>20.57</b>	<b>Committee Chairman's Urgent Business</b>
<b>20.57.01</b>	<b>To receive a report on urgent business not otherwise on the agenda</b> Cllr Taylor explained that the VJ and VE Day roundels had been attached to the Beacon in the playing fields. Councillors expressed their appreciation for all the work that has been carried out.
<b>20.58</b>	<b>To agree items for inclusion in the Melton Messenger/In Touch</b> December's In Touch article has been written already. The ESC land divestment could be included in the December MM as it is hopeful that contracts will be exchanged shortly. There will be no MM in January.
<b>20.59</b>	<b>Date of Next Meeting</b> The next meeting will take place on Wednesday 6 <sup>th</sup> January 2021 commencing at 19:00. It is likely this meeting will take place via Zoom. There being no further business the meeting closed at 20:03.

**Please note that meetings may be filmed, photographed, recorded or reported about**