



# MELTON PARISH COUNCIL

REC(21)M02

## Recreation Committee

**Minutes** of the meeting of the Melton Parish Council Recreation Committee held on Wednesday 24<sup>th</sup> March 2021 commencing at 19:00 via Zoom.

**Present:**

Cllr Mr C W Taylor (Chair)

Cllr Mr A Porter

Cllr Harvey-Smith

Cllr Miss K S Martin

Cllr Mr M Holmes

**Absent:**

Mrs C McBurney (Co-optee)

Cllr Mrs C Gradwell

**In Attendance:**

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

Four members of the public

	<b>Part One - Open to the Public</b>
<b>21.15</b>	<b>To receive apologies for absence</b> Apologies for absence were received from Cllr Gradwell and Mrs C McBurney
<b>21.16</b>	<b>Declarations of Interest</b>
<b>21.16.01</b>	<b>To receive Amendments to the Register</b> There were none
<b>21.16.02</b>	<b>To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda</b> There were none
<b>21.16.03</b>	<b>To receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda</b> There were none
<b>21.16.04</b>	<b>To consider Full/Partial Dispensations for Pecuniary Interests Declared</b> There were none
<b>21.17</b>	<b>Open Forum for Members of the Public to talk to Councillors</b> Four members of the public were present. <b>Trees backing onto Hope Crescent</b> A resident of Hope Crescent spoke to the committee regarding trees surrounding her property. The resident has been told by ESC that the trees are on land that has been recently divested to MPC. A tree surgeon had provided some information regarding the removal of some sycamore trees at the back of the garden in order to provide the resident with increased light to her property. The resident would pay for this tree work. The committee were sympathetic to her situation but they were concerned that the removal of these trees may not solve the issue and that allowing removal of trees shading properties

	<p>could set a precedence. The resident was asked to liaise with the Asst Clerk to establish if the trees are on MPC land and to provide a more detailed plan/map of the trees that they are proposing to fell.</p> <p><b>Use of tennis courts by Melton Primary School</b></p> <p>Cllr Martin asked on behalf of the primary school if they could use the tennis courts for an hour, once a week, next term to run a tennis after school club. The committee felt this was a good use of the resources, good for community engagement and could encourage children to use the tennis courts in the future. The committee <b>AGREED</b> that the school could use the courts for a term as a trial without charge. The Asst Clerk is to liaise with the Spar to block out those dates in the diary and to arrange an agreement, including loan of keys with a deposit, with the primary school.</p> <p><b>It was <i>RESOLVED</i> to take the following items out of order</b></p>
<b>21.26</b>	<p><b>Notice Board</b></p> <p>Cllr Hosking explained that there are 143 properties in the Old Maltings Approach area yet many residents do not realise that they live in Melton rather than Woodbridge. It was felt that an MPC noticeboard would benefit the local residents and Cllr Hosking has already sought permission from the land owner, Park Properties, to erect a noticeboard near the postbox. The committee thought this was a very good idea. It was <b>RESOLVED</b> that the Asst Clerk will investigate costs and take to FERM in April for approval to purchase it using CIL.</p> <p><b>Proposed by:</b> Cllr Taylor <b>Seconded by:</b> Cllr Porter</p>
<b>21.20.01</b>	<p><b>Tree Safety Survey</b></p> <p>The recent Tree Safety Survey reports and recommendations as detailed in papers REC(21)20.01 were discussed. The surveyor was present to answer any questions or queries. The committee expressed their appreciation at receiving such comprehensive and clear reports. From the list of recommendations, it was <b>RESOLVED</b> to:</p> <ul style="list-style-type: none"> <li>• Plant two memorial trees on the boundary with Hutchinson’s Meadow. An oak tree will be planted for late Cllr Bidwell (about 3m from the bench and slightly out from the hedgeline) and a wild cherry (the other side of the bench) for the late Cllr West. Asst Clerk to liaise with Tree Warden and obtain costings.</li> <li>• Delegate the planting and protection measures to be implemented in the Bury Hill/Leeks Hill woods to the Asst Clerk and the Tree Warden.</li> <li>• Carry out all the tree felling and ivy management recommendations that were included in the two reports (divested land and Burkes Wood/Rec Ground).</li> <li>• Invite the residents at Hall Farm Close who have suggestions about the land there to bring a proposal to the next Recreation meeting.</li> <li>• Ask the Asst Clerk to liaise with the Maintenance Officer about the feasibility of installing board walks in the muddy area near the protected oak in Burkes Wood. It was suggested that recycled plastic boards may be a better long-term solution although the price would be significantly higher.</li> <li>• Contact the company that harvest the cricket bat willows regarding the four willows that were not felled at the last harvest.</li> </ul> <p><b>Proposed by:</b> Cllr Martin <b>Seconded by:</b> Cllr Porter</p> <p><b>It was <i>RESOLVED</i> to revert to the order of the Agenda</b></p>
<b>21.18</b>	<p><b>To approve the minutes of the previous meeting</b></p> <p>It was <b>RESOLVED</b> to agree the Minutes of the Recreation Committee held on 6<sup>th</sup> January 2021 (REC(21)M01 previously distributed).</p> <p><b>Proposed by:</b> Cllr Martin <b>Seconded by:</b> Cllr Harvey-Smith</p>

<b>21.19</b>	<b>Melton Playing Field</b>
<b>21.19.01</b>	<p>Councillors considered the report REC(21)19.01. The Asst Clerk explained that the WTYFC would like to use the playing field for mid-week training in June and July as they have not been able to use the facilities for 4 months this season. Councillors noted that the field had been allowed to rest for three months so <b>AGREED</b> to this request. They also asked that the Asst Clerk brings the proposed hire agreement to the next Recreation meeting on the 26<sup>th</sup> May with amends that relate to providing temporary storage when the pavilion is not available and to discuss any restrictions on using the new pavilion that might be required.</p> <p>It was <b>AGREED</b> that because the mole traps appear to be ineffective at the moment and the moles are not damaging the football pitch area that the council would take a 6 month break from carrying out mole control.</p> <p>It was <b>AGREED</b> that the flagpole would be located near the beech hedge/tennis courts, in a position that doesn't cause issues when the hedge is cut.</p> <p><b>Proposed by:</b> Cllr Harvey-Smith <b>Secoded by:</b> Cllr Holmes</p>
<b>21.19.02</b>	<p><b>Memorial Bench</b></p> <p>A resident has asked if a wooden memorial bench, without a plaque, can be installed on the playing field. They have asked if it can go in an area not near other benches. The Councillors <b>AGREED</b> that a bench backing onto the ditch near the zip wire, or parallel to Jenner's Close, would be suitable locations. It was <b>RESOLVED</b> that no further memorial benches should be installed unless they were to replace existing benches. The Asst Clerk will liaise with the resident about the installation of the bench.</p> <p><b>Proposed by:</b> Cllr Porter <b>Secoded by:</b> Cllr Harvey-Smith</p>
<b>21.19.03</b>	<p><b>Car Boot Sales</b></p> <p>The Asst Clerk explained that the organiser of the car boot sales had contacted the office expressing concern about running the car boot sales this year due to Covid and ongoing health conditions/age of the organisers. Whilst the committee understood the reasons why the organiser did not want to run the car boot sales this year, they expressed regret that these would not be going ahead, as many others will be taking place and these are well-loved events. It was <b>AGREED</b> that the Asst Clerk would contact the organiser and ask if they felt they would be able to run some events later in the summer, and if not the committee would consider inviting another provider to hold car boot sales at the playing field this summer.</p> <p><b>Proposed by:</b> Cllr Harvey-Smith <b>Secoded by:</b> Cllr Holmes</p>
<b>21.19.04</b>	<p><b>Melton Playing Field Sign</b></p> <p>Councillors considered the report REC(21)19.04 regarding replacing the current playing field sign. It was <b>AGREED</b> that the sign should be replaced with one board that has permanent information (like the current board) and the ability to add temporary messages (like a noticeboard). The Asst Clerk will bring a content proposal to the next Recreation meeting on the 26<sup>th</sup> May. Some of the other smaller signs at other entrances to the park may also need to be replaced.</p> <p><b>Proposed by:</b> Cllr Taylor <b>Secoded by:</b> Cllr Porter</p>
<b>21.20</b>	<b>Melton Woods</b>
<b>21.20.02</b>	<p><b>Tree Warden Report</b></p> <p>The Asst Clerk reported that two oak saplings have been planted since the Tree Warden's latest report REC(21)20.02 was received. The contents of the report were <b>NOTED</b> and Councillors were very pleased and grateful for the work that the Tree Warden and his volunteers have carried out.</p>

21.20.03	<p><b>Forest School</b> Woodbridge Primary School have asked if they can have additional Forest School sessions on Mondays in the summer term. It was <b>AGREED</b> that this would be allowed.</p> <p><i>Proposed by:</i> Cllr Martin <span style="float: right;"><i>Seconded by:</i> Cllr Taylor</span></p>
21.21	<p><b>Divested Land</b></p>
21.21.01	<p>Councillors considered a report (REC(21)21.01) on the land that has been divested to MPC from ESC. After discussion it was <b>RESOLVED</b>:</p> <ul style="list-style-type: none"> <li>• That the areas at Bury Hill and Beresford Drive/Bredfield Road would be retained as conservation zones with limited mowing. The Asst Clerk will check with ESC about the previous mowing schedule.</li> <li>• To carry out a public consultation with residents around Hall Farm Road Sports Ground once covid restrictions are lifted. Cllr Harvey-Smith offered to let residents know informally that a consultation would be taking place and to contact the office with any comments.</li> <li>• Not to consult with residents of the small grass areas at the moment.</li> <li>• Not to consult with residents surrounding the Beresford Drive play area about improvements to the play area at this point in time.</li> <li>• That the Asst Clerk would speak to the owner of the land adjacent to the riverbank land we now own and the Suffolk Wildlife Trust to discuss longer term plans for this area. A report will be brought back to Recreation on the 26<sup>th</sup> May.</li> <li>• To put permanent signage up at the following sites: Hall Farm Road Sports Ground, Leeds Hill Woods, Winifred Fison House (could be part of landscaping project), Beresford Drive play area and the footpath behind Saxon Way (one sign at each end). The sign will say the land is owned and maintained by Melton Parish Council and will include contact details. The Asst Clerk will source quotes and take to Full Council for budget approval.</li> </ul> <p><i>Proposed by:</i> Cllr Martin <span style="float: right;"><i>Seconded by:</i> Cllr Porter</span></p>
21.22	<p><b>Maintenance Officer</b> The Asst Clerk reported on the work carried out by the Maintenance Officer since the last meeting. He has been changing the SID battery and moving it between locations and carried out usual tasks of litter picking, bus shelter cleaning and CCTV checks. In addition, he has assisted in sourcing quotes for the car park resurfacing and treated the moss on the tennis courts in preparation for them reopening. Members asked for their thanks to be conveyed to the Maintenance Officer for all the work he does.</p>
21.23	<p><b>TPO</b> DC/21/1000/TPO 18 Godfrey's Wood <a href="https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QPASB7QX06000">https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QPASB7QX06000</a> DC/21/1122/TPO Leeks Hill <a href="https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QPP4CUQX07400">https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QPP4CUQX07400</a> It was <b>AGREED</b> that there were no comments on these TPO applications.</p>
21.24	<p><b>CIL and Grant Funded Projects</b></p>
21.24.01	<p>The Asst Clerk explained that an update was given at last week's Full Council meeting. The replacement of the tennis court fencing started on the 24<sup>th</sup> March and was expected to be completed by the 30<sup>th</sup> March.</p>

<b>21.25</b>	<p><b>Grit Bins</b></p> <p>The committee considered requests from residents for grit bins in Church View Close, St Andrews Place and Longwood Fields estate. The Asst Clerk has been trying to contact Bloor Homes regarding provision at Longwood Fields but had been unsuccessful so far. It was <b>AGREED</b> to revisit these requests later in the year.</p>
<b>21.27</b>	<p><b>East Suffolk Council Open Space Study Consultation</b></p> <p>The Asst Clerk reported that this consultation had been completed in February.</p>
<b>21.28</b>	<p><b>ASB</b></p> <p>Cllr Gradwell reported at last week's Full Council meeting that no meeting had taken place.</p>
<b>21.29</b>	<p><b>Committee Chairman's Urgent Business</b></p>
<b>21.29.01</b>	<p><b>To receive a report on urgent business not otherwise on the agenda</b></p> <p>Cllr Holmes questioned the policy of no cycling in the woods. It was explained that with the reports of increased mountain biking and creation of cycle tracks (with the creation of obstacles/ramps etc) combined with the recent tree survey that steps needed to be taken. It is hoped that explaining the reasons for not cycling and educating users about the need to protect the woodland will improve the situation. The recent messaging and fencing of the oak tree in Burkes Wood was an example of the approach we wish to take.</p>
<b>21.30</b>	<p><b>To agree items for inclusion in the Melton Messenger/In Touch</b></p>
<b>21.31</b>	<p><b>Date of Next Meeting</b></p> <p>The next meeting will take place on Wednesday 26<sup>th</sup> May 2021 commencing at 19:00. It is likely this meeting will take place via Zoom or possibly a hybrid meeting depending on legislation and Covid restrictions.</p>

## Actions from Previous Meetings

Minute item	Action	Status
21.17	Asst Clerk to liaise with resident regarding tree felling at Hope Crescent	Open
21.17	Asst Clerk to liaise with Primary School and Spar regarding after school tennis club	Open
21.26	Asst Clerk to investigate costs for an additional noticeboard at Old Maltings Approach and take to FERM in April for approval to purchase it using CIL	Open
21.20.01	Plant two memorial trees (oak and cherry) on the boundary with Hutchinson's Meadow. Asst Clerk to liaise with Tree Warden and obtain costings.	Open
21.20.01	Asst Clerk to liaise with Tree Warden regarding planting and protection measures to be implemented in the Bury Hill/Leeks Hill woods	Open
21.20.01	Asst Clerk to arrange the tree felling and ivy management recommendations that were included in the two reports (divested land and Burkes Wood/Rec Ground), including completing TPO application	Open
21.20.01	Asst Clerk to invite the residents at Hall Farm Close to bring a proposal to the next Recreation meeting.	Open
21.20.01	Asst Clerk to liaise with the Maintenance Officer about the feasibility of installing board walks in the muddy area near the protected oak in Burkes Wood.	Open
21.20.01	Asst Clerk to contact the company that harvest the cricket bat willows regarding the four willows that were not felled at the last harvest.	Open
21.19.01	Asst Clerk Bring updated WTYFC hire agreement to Recreation meeting on 26 <sup>th</sup> May	Open
21.19.01	Asst Clerk to tell the pest control company to take a 6 month break from mole control at the playing field	Open
21.19.01	Asst Clerk to liaise with Maintenance Officer regarding installation of flagpole	Open
21.19.02	The Asst Clerk to liaise with the resident about the installation of a bench at the playing field	Open
21.19.03	Asst Clerk to contact Car Boot Sale organisers regarding this year's events.	Open
21.19.04	Asst Clerk to bring content proposal for new playing field noticeboard to Recreation meeting on 26 <sup>th</sup> May	Open
21.21.01	The Asst Clerk will check with ESC about the previous mowing schedule at conservation zones.	Open
21.21.01	Carry out a public consultation with residents around Hall Farm Road Sports Ground once covid restrictions are lifted.	Open
21.21.01	Asst Clerk to contact the owner of the land adjacent to the riverbank land we own and the Suffolk Wildlife Trust to discuss longer term plans for this area. A report will be brought back to Recreation on the 26 <sup>th</sup> May.	Open

21.21.01	Asst Clerk to source quotes for permanent signage at the newly acquired land and take to Full Council for budget approval.	Open
21.25	Revisit requests for grit bins later in the year	Open