

# MELTON PARISH COUNCIL

MPC(21)M04

## **Melton Parish Council**

**Minutes** of the Statutory Annual Meeting of Melton Parish Council held via Zoom on Wednesday 5 May 2021 commencing at 19:00.

#### Present:

Cllr Mr A H Porter (Chair)	Cllr Ms F Harvey-Smith
Cllr Mrs B Abbott	Cllr Mrs E J G Hilson
Cllr Mr B Banks	Cllr Mr M Holmes
Cllr Ms C Biggle	Cllr Mr P James
Cllr Mr N Brown	Cllr Miss K S Martin
Cllr Mrs D Darby	Cllr Ms J Rowles
Cllr Mrs C Gradwell	Cllr Mr C W Taylor

#### Absent:

There were no absences	

### In Attendance:

One member of the public	Mrs P Alder <b>Assistant Clerk and</b>
Mr W Grosvenor Clerk and Executive	Management Officer, Melton Parish Council
Officer to Melton Parish Council	

Item No	Item under discussion
	PART ONE – OPEN TO THE PUBLIC
21.44	ELECTION OF CHAIR OF THE COUNCIL
	It was RESOLVED that Cllr Porter be elected Chair of the Council.
	Proposed by: Cllr Taylor Seconded by: Cllr Gradwell
	Due to the circumstances of the meeting Cllr Porter will complete the
	Chairman's Declaration of Acceptance of Office in the presence of the Clerk.
21.45	ELECTION OF VICE-CHAIRS OF THE COUNCIL
	It was RESOLVED that Cllr Taylor and Cllr Gradwell be elected Vice-Chairs
	of the Council.
	Proposed by: Cllr Porter Seconded by: Cllr Banks

Item No	Item under discussion
21.46	TO RECEIVE APOLOGIES FOR ABSENCE  Apologies for absence were received from District Councillor Smith-Lyte. Cllr Porter took the opportunity to announce that Cllr Hosking had resigned from the Council. He thanked Cllr Hosking for her work whilst in office and all Members joined with him in passing on their best wishes. Cllr Porter said he will be advertising the vacancy in his columns and asked all Members to take every opportunity to encourage people to consider joining the Council.
21.47	DECLARATIONS OF INTEREST
21.47.01	To receive Amendments to the Register There were no amendments to the Register.
21.47.02	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.
21.47.03	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.
21.47.04	To Consider Full / Partial Dispensations for Pecuniary Interests Declared It was noted that there had been no requests for dispensation for Pecuniary Interests declared.
21.48	PUBLIC PARTICIPATION SESSION
21.48.01	To receive a report from District Councillor Rachel Smith-Lyte No report was received.
21.48.02	Open Forum to debate the proposed designation of St Audry's Lane and Lodge Farm Lane as "Quiet Lanes" and to make a decision as to whether or not to endorse the proposals  Paper MPC(21)48.02 previously distributed was received.  Clir Abbott reported on the position as far as the "Quiet Lanes" timetable is concerned following her exchange of emails with a member of the team. The ambition, if it is agreed to go forward with this project, has been to go with Wave 2 (along with Ufford) but because the public consultation period did not end until 30 April, and any decision has to ratified by Full Council, it could not be finalised until this meeting. Therefore the timescale for joining Wave 2 is very tight, and it is likely therefore that if agreement is given to do ahead, Melton will go with Wave 3.  Following discussion it was RESOLVED, after taking into account the very positive comments of 5 out of 6 public responses, to proceed with participation in this project on the basis of the scheme that was the subject of public consultation; if possible with Wave 2, but otherwise with Wave 3.  Proposed by: Clir Porter  Seconded by: Clir Gradwell

Item No	Item under discussion	
21.48.03	To receive comments on village matters raised by Members of the Public or Councillors  Cllr Gradwell initiated a discussion following the recent decision by the East Suffolk Council Planning Committee (South) by a majority vote to delegate to the Head of Planning and Coastal Management the authority to approve planning application DC/20/1831/OUT (Land off St Andrews Place and Waterhead Lane) subject to: "no objections being received from Natural England and / or Suffolk County Council as Lead Flood Authority, a Section 106 Agreement detailing Highways improvement works, affordable housing provision and a contribution to the Suffolk Coast RAMS and controlling conditions" [24 listed in all]; otherwise authority to refuse.  In response to this conditional approval, and in relation to the proposed access being via the St Andrews Estate, a local resident has instructed Birketts solicitors to consider a judicial review action if and when a final determination is issued giving consent. Birketts have issued a pre-action letter asking for a response within 21 days on the grounds that Council officers allegedly misled Members as to the exact extent of the Highway Authority's objections to access via St Andrews and also as to the potential legal consequences of going against officer recommendations.  Cllr Gradwell urged residents to write to East Suffolk in support of a rehearing. Cllr Darby added that Members were moving towards a site visit before the intervention of the Head of Planning and Coastal Management and that is what needs to happen followed by a re-hearing. The Clerk undertook to distribute a copy of the Birketts' letter to all Councillors.  In the context of this latest move, Cllr Brown stated that further work on the neighbourhood Plan refresh will need to await clarity on the position.  Cllr Gradwell also mentioned that a mobile coffee shop is now parked by the River Deben; she will contact Environmental Protection at East Suffolk Council to see if there are any regulations that apply.	
21.49	TO APPROVE THE MINUTES OF THE ORDINARY MEETING OF FULL COUNCIL HELD ON 17 MARCH 2021  It was RESOLVED that minutes MPC(21)M03 previously distributed, be received, noted and signed as a correct record by the Chairman subject to correcting the final sentence in Minute 21.38.04 to read:  "Volunteers will be taking over the provision of food parcel distribution for 11 families over the school holiday period; arrangements for the summer holiday period to be considered."  Proposed by: Cllr Brown  Seconded by: Cllr Gradwell	
21.50	TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES	
21.50.01	Finance Employment and Risk Management (FERM) Committee 14 April 2021 Minutes FRM(21)M02 (Draft) previously distributed were received and NOTED.	
21.50.02	Recreation Committee 24 March 2021 Minutes REC(21)M02 (Draft) previously distributed were received and NOTED.	
21.50.03	Planning and Transport Committee 22 April 2021 Minutes PLA(21)M03 (Draft) previously distributed were received and NOTED.	

Item No	Item under discussion
21.51	TO CONSIDER FINANCIAL AND INTERNAL CONTROL MATTERS
21.51.01	To receive and consider a summary financial management report for the year ending 31 March 2021 Papers MPC(21)51.01 and MPC(21)51.01(a-b) previously distributed were received and considered. As at 31 March 2021, income received in the year (less Community Infrastructure Levy monies (CIL)) was £140,680 (including a grant for replacing the tennis courts fencing of £119,640). CIL receipts (April and October payments) total £183,667. Expenditure was £142,590 against an annual revised budget of £132,300, although this includes the expenditure of the tennis courts grant. Cash reserves at year end totalled £580,842. After adding the VAT refund of £3 due to the Council, £496 for prepayments for estate charges, and deducting the liability of the rent deposit of £5,120, £1,370 for accruals and £19,640 for creditors, the total liquid assets amounted to £555,211. £490,741 of that total related to CIL and £500 for the WW2 war memorial held as restricted reserves, thus giving a general reserve of £63,971. This figure represents about 73% of the precept income for 2020/21 (£87k) and the net revenue expenditure capacity of the Council after deducting the Public Works Loan Board repayment is approximately £67.5k, and is therefore a very satisfactory year end position. In discussion, having reviewed the Balance Sheet (MPC(21)51.01b) it was AGREED to transfer a further £120k from CIL reserves to the Pavilion project to reflect likely total costs. Otherwise the report was NOTED.
21.51.02	To receive and consider the budget report Papers MPC(21)51.02 and MPC(21)51.02a previously distributed were received. The Clerk took Members through the narrative report which set out in tabular form the changes to the base budget for 2021/22 considered and recommended for adoption by FERM Committee at its meeting on 15 April 2021. Additionally it was recommended to allocate a further £122.00 to cover the cost of printing the Sizewell C train movements survey and £300 to purchase flags and banners for the NHS "Thank you" day in July 2021. Following discussion it was RESOLVED:  • To accept the budgetary changes recommended by FERM Committee and already reflected in the budget paper attached at MPC(21)51.02a  • To agree the additional provisions for the Sizewell C survey and NHS "Thank you" day as set out above.  Proposed by: Clir Banks  Seconded by: Clir Porter
21.51.03	To consider arrangements for approval of the accounts / Statutory Annual Return 2021  The Clerk reported that the approval of the Annual Governance Statement was on the Agenda for the present meeting (Item MPC(21)52.02), the internal audit will take place on 12 May, the June meeting of Full Council (date to be agreed at Item MPC(21)53 later on the Agenda) will agree the Annual Governance and Accountability Return (AGAR), which has to be submitted to the External Auditor by 30 June.

Item No	Item under discussion
21.51.04	To review the arrangements for insurance cover in respect of all insured risks and consider proposal for insurance cover for play equipment on the divested land and for other newly acquired items. The Clerk reminded Members that the arrangement of insurance cover is delegated to FERM Committee. However following the transfer of the various parcels of land, which included some play equipment, from East Suffolk Council at the end of March 2021, and additional outdoor furniture recently acquired for the Melton Playing Field, Melton PC has new assets in the form of outdoor furniture and play equipment for which the replacement cost is £31k. The Council's Insurance Broker has advised that to insure these additional assets will increase the annual premium by £117.74. It was AGREED to increase the insurance cover accordingly with immediate effect.
21.51.05	To consider car park fencing renewal contract (referral from FERM
	Committee) Paper MPC(21)51.05 previously distributed was received. At its meeting on 15 April 2021, FERM Committee resolved to continue with galvanised metal fencing for the low barrier around the car park and to accept a price from Contractor B for fabricating, supplying and installing it. That price was subsequently revised to reflect requests made by the Council, From £5,100 to £5,450 ex VAT. Following discussion it was RESOLVED to accept the revised price and to delegate any final adjustments that are required after the car park surfacing has been completed to the Clerk / Assistant Clerk.  Proposed by: Cllr Gradwell  Seconded by: Cllr Banks
21.51.06	To consider purchase of Notice Board for Old Maltings Approach (referral from FERM Committee)
	Paper MPC(21)51.06 previously distributed was received. At its meeting on 15 April 2021, FERM Committee resolved to recommend to Full Council to purchase a large metal noticeboard, to be powder coated in Melton green, and to allow a budget of up to £945.00 accordingly. Details of the specification etc. are contained in the report to FERM Committee: <a href="https://melton-suffolk-pc.gov.uk/documents/frm2115-06-noticeboard-proposal/">https://melton-suffolk-pc.gov.uk/documents/frm2115-06-noticeboard-proposal/</a> In discussion it was also suggested that an identical noticeboard be purchased for the St Andrew's estate. The most suitable location to be
	advised by Cllr Darby. In response to a question the Assistant Clerk advised that where notices of Parish Council ownership are displayed on the larger acquired parcels of land, the Council's website address will also be
	displayed.  It was RESOLVED to purchase two large metal noticeboards, powder coated in Melton green, for Old Maltings Approach and the St Andrew's estate respectively, and to allow a budget of £2k for the items to be purchased and charged to CIL.
	Proposed by: Cllr Darby Seconded by: Cllr Holmes

Item No	Item under discussion
21.51.07	To consider revision to Council's Standing Order 19c (referral from
	FERM Committee) Paper MPC(21)51.07 previously distributed was received. The Council's Standing Orders are available on the Council's website: <a href="https://melton-suffolk-pc.gov.uk/documents/standing-orders-v10-september-2020/">https://melton-suffolk-pc.gov.uk/documents/standing-orders-v10-september-2020/</a> It was agreed at the Full council meeting on 17 March 2021 that Standing Order 19c (Handling staff matters) needed revising to reflect modern practice and remitted the matter to FERM Committee to review. At its meeting on 15 April FERM Committee recommended that it should be amended to read:  "The chairman of the Finance, Employment and Risk Management Committee shall conduct a review of the performance and annual appraisal of the work of the Proper Officer."
	It was RESOLVED to agree the proposed new wording for Standing Order 19c as recommended by FERM Committee.
	Proposed by: Cllr Banks Seconded by: Cllr Brown
21.51.08	To review signatories to Melton Parish Council Bank / Building Society
	<ul> <li>accounts</li> <li>Full Council reviewed the signatories on the Council's bank and building society accounts and it was RESOLVED that henceforth signatory and authorisation arrangements shall be as follows:</li> <li>Barclays Bank: Cllr Porter, Cllr Gradwell, Cllr Taylor, Cllr Banks, Clerk and Executive Officer, Asst. Clerk and Management Officer</li> <li>Ipswich Building Society: Cllr Porter, Cllr Gradwell, Cllr Martin, Cllr</li> </ul>
	<ul> <li>Lloyds Bank: Cllr Porter, Cllr Gradwell, Cllr Banks, Clerk and Executive Officer, Asst. Clerk and Management Officer</li> <li>In accordance with the Council's Financial Regulations the Clerk and Executive Officer to the Council is additionally authorised to:         <ul> <li>(1) Initiate / approve internet banking transactions on both the Barclays and Lloyds accounts with an additional Councillor approval and,</li> <li>(2) Make payments using the Lloyds Bank Debit Card for routine transactions not exceeding £500.00.</li> </ul> </li> <li>In accordance with the Council's Financial Regulations the Assistant Clerk to the Council is additionally authorised to:         <ul> <li>(1) Initiate / approve internet banking transactions on the Lloyds account with an additional Councillor approval and,</li> <li>(2) Make payments using the Lloyds Bank Debit Card for routine transactions not exceeding £500.00.</li> </ul> </li> <li>Henceforth the Assistant Clerk is also authorised to initiate / approve internet banking transactions on the Barclays accounts. Financial Regulation 6.16 is to be amended accordingly.</li> <li>Proposed by: Cllr Gradwell</li> <li>Seconded by: Cllr Porter</li> </ul>
24 54 00	
21.51.09	To review the Council's subscriptions to other bodies It was AGREED to continue with the Council's subscriptions to the following organisations (current rate of subscription in brackets):  • Community Action Suffolk (FREE)  • Suffolk Preservation Society (£30.00)  • Suffolk Association of Local Councils (£1,041.35)

Item No	Item under discussion
21.51.10	To consider risk issues Paper MPC(21)51.10 previously distributed was received and discussed. In view of recent incidences of anti-social behaviour (ASB) it was RESOLVED:  • To raise the status of the risk around ASB to HIGH • To seek to bring forward the demolition of the existing pavilion once planning consent is obtained • That the Assistant Clerk will report incidents to the ASB Team and the police (it was pointed out that any evidence via the Council is not as valuable as evidence from any eye witnesses who should be encouraged to report incidents) and also investigate improvements to the camera infrastructure in the pavilion area.  Proposed by: Cllr Porter Seconded by: Cllr Martin
21.52	TO CONSIDER GOVERNANCE MATTERS
21.52.01	To consider and re-affirm the Council's adherence to the Suffolk Code of Conduct  Paper MPC(21)52.01 previously distributed was received and discussed. The Clerk advised that it is the Council's practice to re-affirm its adherence to the Code at the annual Commissioning meeting. A revised National Code is being considered and Melton did contribute its views to the consultation in August 2020, but a final version has not yet emerged. In the meantime Councillors should re-affirm their commitment to the existing Code.  It was RESOLVED that Melton Parish Council should re-affirm its commitment to the Suffolk Code of Conduct.  Proposed by: Cllr Taylor Seconded by: Cllr Martin
21.52.02	To approve the Annual Governance Statement Paper MPC(21)52.02 previously distributed was received. The Clerk took Members through the Statements which were all answered in the affirmative. It was RESOLVED to approve the Annual Governance Statement contained within the Annual Return and to authorise the Chair to sign it accordingly.  Proposed by: Cllr Porter Seconded by: Cllr Banks
21.52.03	<ul> <li>To review the Terms of Reference for Committees and Working Groups         Paper MPC(21)52.03 previously distributed was received. Cllr Banks             proposed that a change in the wording of the Terms of Reference for FERM             Committee relating to budget supervision should be considered. It was             AGREED that:             <ul> <li>The issue identified by Cllr Banks should be put on the agenda for                   the next meeting of FERM Committee</li> <li>Otherwise there were no changes that Full council wished to make                   at this time.</li> <li>All Committees however will review their Terms of Reference at their                   next meeting, and report back with any proposed changes to the first                   subsequent meeting of Full Council.</li> </ul> </li> </ul>

Item No	Item under discussion
21.52.04	To receive nominations to Committees  Paper MPC(21)52.04 previously distributed was received. Following discussion it was RESOLVED that Councillors shall be nominated to serve on the Council's Committees as follows:  Planning and Transport Committee:  Cllr Brown
	Cllr Hilson Cllr Taylor (ex officio) Cllr Darby Cllr Holmes Cllr Gradwell (ex officio)
	Cllr Porter (ex officio)  FERM Committee:  Cllr Banks  Cllr Brown
	Cllr Taylor Cllr Gradwell Cllr Abbott Cllr Porter Recreation Committee:
	Cllr Taylor Cllr Harvey-Smith Cllr Martin Cllr Gradwell
	Cllr Holmes Cllr James Cllr Porter (ex officio) Mrs McBurney (co-optee)  Proposed by: Cllr Porter Seconded by: Cllr Taylor
21.52.05	<ul> <li>To review and appoint representatives on or to work with External Bodies</li> <li>Burness Parish Rooms Management Committee (Cllr Gradwell)</li> <li>Melton Trust (Cllr Martin – appointment continues until 2023)</li> <li>East Suffolk Rail Partnership (Local Transport Officer – to be confirmed that he is willing to continue)</li> <li>Melton Primary School Governing Body (Cllr Martin – until the end of the summer term 2021. Cllr Harvey-Smith expressed an interest in taking over)</li> <li>Melton Messenger Editorial Committee (Cllr Brown)</li> <li>ASB Co-ordination meetings (Cllr Gradwell)</li> <li>Suffolk Association of Local Councils (Cllr Porter)</li> <li>Suffolk Coastal Disability Forum (Cllr Darby)</li> <li>It was RESOLVED that the above-named Councillors and representatives are appointed to the above-named bodies.</li> <li>Proposed by: Cllr Porter</li> </ul>

Item No	Item under discussion
21.52.06	To agree to receive the summons to meetings electronically The Clerk advised that Councillors are required to confirm on an annual basis that they are happy to receive the summons to meetings, and related documents, electronically.  It was RESOLVED by all Councillors that they are willing to continue to receive papers in this way.  Proposed by: Clir Gradwell  Seconded by: Clir Porter
21.52.07	To note and review the Council's Schedule of Policies Paper MPC(21)52.07 previously distributed was received. The schedule as presented was reviewed and NOTED.
21.52.08	To consider the arrangements for meetings of Full Council and Committees after 6 May, including delegation arrangements Paper MPC(21)52.08 previously distributed was received. The Clerk took Members through the report and the recommendations were discussed. It was RESOLVED as follows:  • As a precaution against any further sudden lockdown or other foreseen business interruption: where it is necessary to maintain essential Council business, responsibility for decision-making can be delegated to the Clerk / Assistant Clerk in conjunction with the Chair of the Council / Vice-chairs / Chairs of Committees as appropriate. [Such delegation will be in addition to the emergency powers already held by the Clerk under Financial Regulation 4.5].  • If practicable, meetings scheduled for the period up to 20 June should provide remote access facilities for members of the public who might wish to attend.  • Thereafter, whilst social distancing is still required, meetings of Full Council are to take place at a larger venue to facilitate compliance and meet insurance requirements.  • Where Members feel for genuine medical reasons that they are not able to resume face to face meetings, to grant approval in advance for absence from Council meetings.  • The Full Council meeting that is proposed for 23 June (see Agenda Item 21.53 below) shall be brought forward to 16 June with options for the public to join remotely if necessary. The Assistant Clerk to explore the most suitable technology and advise.  Proposed by: ClIr Gradwell Seconded by: ClIr Banks ClIr Banks queried whether he could join meetings remotely, if his apologies are accepted, and whilst accepting that he will not be able to vote queried whether he could chair committee meetings. The Clerk said it was unlikely but he will check further.
21.53	TO AGREE DATES FOR MEETINGS OF FULL COUNCIL AND COMMITTEES 2021/22 Paper MPC(21)53 previously distributed was received. It was AGREED that the schedule shall be adopted and published subject to changing the date for the meeting of Full Council on 23 June 2021 to 16 June 2021.

Item No	Item under discussion
21.54	PARISH COUNCIL NOTICE BOARDS  The following list of Councillors / residents was CONFIRMED as volunteering to post notices on the Parish notice boards at:  • Melton Playing Field (resident)  • Burness Parish Rooms (Co-optee - Mrs McBurney)  • Bus shelter Bredfield Road (Cllr Hilson)  • Woodbridge Primary School, Wilkinson Way (Cllr Holmes)  • St Audry's Park Road (Cllr Brown)  • Woods Lane (resident)  • Old Maltings Approach (new board – resident / Cllr James)  • St Andrews Estate (new board – Cllr Darby)
21.55	TO RECEIVE AN UPDATE REPORT ON THE PAVILION PROJECT AND CAR PARK IMPROVEMENTS  The Clerk reported that the planning application for the new pavilion was lodged on 25 March 2021 and a decision will be expected by the end of May. The car park improvements were under way and should be completed shortly. Temporary fencing will be deployed to stop vehicles driving onto the grass until the new low fencing (see Agenda Item 21.51.05 above) is in place. The position was <b>NOTED</b> .
21.56	TO RECEIVE UPDATE ON SIZEWELL C PLANNING APPLICATION  Paper MPC(21)56 previously distributed was received. Cllr Banks took Members through his report, in particular the various deadlines set out on pages 1 and 2 and highlighted in the appendices. Of importance for Melton will be the transport related hearings in July, which Cllr Brown agreed to cover whilst Cllr Banks will be away. Any submissions made at the July hearings will need to be put in writing by 23 July. Cllr Banks then took Members through the comments made in relation to the joint impact statement drafted by Suffolk County Council and East Suffolk Council and finally the leaflet relating to the online night train survey which is to be distributed in hard copy form to all Melton households from 7 May. The survey can be accessed at <a href="https://www.melton-suffolk-pc.gov.uk/sizewell-c/">https://www.melton-suffolk-pc.gov.uk/sizewell-c/</a> Following discussion it was RESOLVED:  • That in the absence of a timely meeting of Full Council, a delegation for sign of in relation to actions needed to be taken to meet deadlines be given to Planning and Transport Committee. Where that is not practicable for timeliness, then delegation shall be given to the Clerk and Executive officer in conjunction with Councillors Banks, Brown and Gradwell.  • To make visits to the level crossings, the alarms for which are a key issue in relation to night-time trains.  Proposed by: Cllr Banks  Seconded by: Cllr Brown
21.57	TO RECEIVE UPDATE ON THE NEIGHBOURHOOD PLAN REFRESH Cllr Brown reported that until the determination of planning application DC/20/1831/OUT for the land off St Andrews Place and Waterhead Lane has been made, work on the refresh will be held in abeyance.

Item No	Item under discussion
21.58	TO RECEIVE REPORT ON THE JEWS LANE BURIAL GROUND  The Clerk advised Members that the redundant garage site on the south side of South Close containing the burial ground, together with the corresponding garage site on the north side, were sold at auction on 5 May for £89k. The Clerk will ascertain details of the purchaser and make contact to ascertain the new owner's intentions regarding the burial ground.
21.59	TO RECEIVE UPDATE ON THE NHS THANK YOU DAY 5 JULY 2021 Cllr Abbott reported that a meeting of the project group is to take place on 7 May to make further plans.
21.60	TO RECEIVE UPDATE ON THE MELTON FETE IN 2022  Cllr Biggle reported feedback from other Councillors on ideas for this event and will be following them up.
21.61	DATA PROTECTION TRAINING FOR COUNCILLORS  The Assistant Clerk reported on an offer from SALC to arrange a bespoke whole Council training session on Data Protection at a cost of £375 plus VAT. It was AGREED to defer consideration of this until the next meeting.
21.62	TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES
21.62.01	Burness Parish Room Management Committee Nothing to report.
21.62.02	Melton Trust Nothing to report.
21.62.03	East Suffolk Rail Partnership Paper PLA(21)45.01 previously distributed was received and NOTED.
21.62.04	Melton Primary School Cllr Martin reported that all is well at the moment.
21.62.05	Melton Messenger Cllr Porter is now starting work on copy for his next article for both the Melton Messenger and In Touch. Any suggestions are welcome.
21.62.06	ASB Co-ordination Meetings Nothing to report.
21.62.07	Suffolk Association of Local Councils Nothing to report.
21.62.08	Dementia Friendly Communities  Cllr Darby reported that she is talking to SALC about arranging training by a representative of the Alzheimer's Society.
21.63	TO CONSIDER ITEMS FOR THE MELTON MESSENGER Suggestions so far include the NHS Thank you day and anti-social behaviour.
21.64	CHAIRMAN'S URGENT BUSINESS There was none.
21.65	DATE OF NEXT MEETING  The next Meeting of Full Council will take place on Wednesday 16 June 2021 at 7pm. There being no further business the meeting closed at 21.28.