



# MELTON PARISH COUNCIL

REC(21)A04

## Recreation Committee

To members of Melton Parish Council Recreation Committee:

Dear Councillor,

You are summoned to attend an ordinary meeting of the Parish Council Recreation Committee to be held on Wednesday 7<sup>th</sup> July 2021 at 7pm at the Melton Parish Council offices, 17 Riduna Park, Station Road, Melton, IP12 1QT.

Pip Alder  
Assistant Clerk & Management Officer  
28<sup>th</sup> June 2021

### AGENDA

	<b>Part One - Open to the Public</b>
<b>21.51</b>	<b>To receive apologies for absence</b>
<b>21.52</b>	<b>Declarations of Interest</b>
<b>21.52.01</b>	<b>To receive Amendments to the Register</b>
<b>21.52.02</b>	<b>To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda</b>
<b>21.52.03</b>	<b>To receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda</b>
<b>21.52.04</b>	<b>To consider Full/Partial Dispensations for Pecuniary Interests Declared</b>
<b>21.53</b>	<b>Open Forum for Members of the Public to talk to Councillors</b>
<b>21.54</b>	<b>To approve the draft minutes of the previous meeting</b> Meeting held on 26 <sup>th</sup> May 2021 (REC(21)M03 previously distributed).
<b>21.55</b>	<b>Melton Playing Field</b>
<b>21.55.01</b>	To receive a report on the playing fields since the previous meeting (REC(21)55.01) Asst Clerk to report
<b>21.56</b>	<b>Woodland and Trees</b>
<b>21.56.01</b>	<b>Tree Safety Survey – Tree Works</b> To review quotes received for the tree works that are required as a result of the Tree Safety Survey (REC(21)56.01)
<b>21.56.02</b>	<b>Burkes Wood Pond Survey</b> To discuss the SWT pond survey that was carried out in May 2021 (REC(21.56.02)
<b>21.56.03</b>	<b>Tree Warden Report</b> To receive a verbal report from the Tree Warden.
<b>21.56.04</b>	<b>Queen's Green Canopy</b> To discuss the Jubilee tree planting project - <a href="https://queensgreencanopy.org/">https://queensgreencanopy.org/</a>

<b>21.57</b>	<b>Divested Land</b>
<b>21.57.01</b>	To decide the consultation approach for Hall Farm Road Sports Ground (REC(21)57.01). Asst Clerk to report
<b>21.57.02</b>	To discuss the SWT report on the reed bed/riverbank area (REC(21)57.02). Asst Clerk to report
<b>21.58</b>	<b>Maintenance Officer</b> To receive a verbal report on the work of the Maintenance Officer. Asst Clerk to report.
<b>21.59</b>	<b>TPO Applications</b>
<b>21.60</b>	<b>CIL and Grant Funded Projects</b>
<b>21.60.01</b>	To receive a verbal report on the current position regarding CIL and Grant funding projects relating to Recreation Committee including the Pavilion. Asst Clerk to report.
<b>21.61</b>	<b>Delegated Decision Reports</b>
<b>21.61.01</b>	Record of decisions delegated to the Asst Clerk to the Council in accordance with the requirements of the openness of local government bodies regulations 2014 <ul style="list-style-type: none"> <li>• Purchase of dog bin for Longwood Fields</li> <li>• Emergency Tree Works in Leeks Hill woods</li> </ul> (REC(21)61.01) Asst Clerk to report
<b>21.61</b>	<b>Anti-Social Behaviour</b> To receive a report on the ASB meetings. Cllr Gradwell to report.
<b>21.62</b>	<b>Committee Chairman's Urgent Business</b>
<b>21.62.01</b>	<b>To receive a report on urgent business not otherwise on the agenda</b>
<b>21.63</b>	<b>To agree items for inclusion in the Melton Messenger/In Touch</b>
<b>21.64</b>	<b>Date of Next Meeting</b> The next meeting will take place on Wednesday 15 <sup>th</sup> September 2021 commencing at 19:00 at the Melton Parish Council offices.

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

Melton Parish Council  
17 Riduna Park  
Station Road  
Melton  
IP12 1QT  
01394 382 224  
[finance@melton-suffolk-pc.gov.uk](mailto:finance@melton-suffolk-pc.gov.uk)

## Actions from Previous Meetings

Minute item	Action	Status
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	TPO application submitted and approved
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.	Ongoing
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 source quotes for permanent signage at the newly acquired land and take to Full Council for budget approval.	Done
21.25	Revisit requests for grit bins later in the year	Open