



MELTON PARISH COUNCIL

MPC(23)A08

To Members of Melton Parish Council:

Dear Councillor,

You are summoned to attend the meeting of Melton Parish Council to be held on **Wednesday 18th October 2023, commencing at 7pm, at the Melton Parish Council offices, 17 Riduna Park, Station Road, Melton, IP12 1QT.**

Pip Alder

Clerk and Executive Officer to the Council

11th October 2023

The Council shall consider the environmental impacts of all the decisions which it makes in accordance with these terms of reference.

Agenda - Part One of Two – Open to the Public

Item No	Item to be discussed
23.107	To receive apologies for absence
23.108	Declarations of Interest
23.108.01	To receive Declarations of Interest in Respect of Items on the Agenda
23.108.02	To consider any applications for dispensations

Members are reminded that they are responsible for ensuring their [Register of Interests](#) is up to date

23.109	Public Participation Session
23.109.01	To receive a report from the County Councillor
23.109.02	To receive a Report from the District Councillor
23.109.03	To consider village matters raised by Members of the Public or Councillors

The opportunity for members of the public to put questions to Councillors and the opportunity for members of the public or Councillors to raise matters of concern/interest in the village, including any matters relating to policing in the parish.

23.110	To approve the Minutes of Full Council from 13th September – MPC(23)M07
23.111	Planning & Transport – Chair of P&T to lead assisted by the Clerk
23.111.01	Planning Applications - to review new applications received DC/23/3616/FUL Kirby Villas 44 Bredfield Road
23.111.02	Planning Applications – update on any existing Planning Applications DC/22/4775/FUL - Land South Of Primary School And East Of The Street Eyke
23.111.03	Public Consultations ESC's Review of Polling Districts and Places - https://www.eastsuffolk.gov.uk/elections/review-of-polling-districts-polling-places-and-polling-stations-2023/

To discuss the request by ESC to consider using the Pavilion as a polling station for the Woodbridge Division.

23.111.04	Planning Notices – review Planning Notices received
23.111.05	Planning Appeals – review position on existing Planning Appeals
23.111.06	Planning Enforcement
ENF/23/0027/COND – Deben Meadows (DC/23/0120/DRC)	
ENF/21/0086/DEV – Bye Engineering	
23.111.07	Local Highways Matters – Paper MPC(23)111.07
23.111.08	Love Woodbridge & Melton (https://melton-suffolk-pc.gov.uk/love-woodbridge-melton/)
23.111.09	Neighbourhood Plan Refresh
23.112	Recreation – Chair of Recreation to lead assisted by the Assistant Clerk (Paper MPC(23)112)
23.112.01	Beresford Drive Play Park
23.112.02	Noticeboard at Melton St Audrys
23.112.03	Car Boot Sales 2024 – Paper MPC(23)112.03
23.112.04	TPOs
23.113	To consider Financial and Internal Control Matters – Clerk to report and advice to Council from Chair of FERM
23.113.01	To receive the financial management and budget reports for the period 1 April to 30 September 2023
Papers MPC(23)113.01 and MPC(23)113.01a-g	
23.113.02	To consider risk issues - https://melton-suffolk-pc.gov.uk/documents-base/risk-register/
23.113.03	To consider Data Protection risk issues - https://melton-suffolk-pc.gov.uk/data-protection-risk-register/
23.113.04	To consider the grant applications for 2023/24 – Paper MPC(23)113.04
23.113.05	To confirm the date of the Budget Working Group meeting for setting the 2024/5 budget
23.113.06	To consider approach to filling Councillor vacancies – Chair to report
23.113.07	Report of decisions made by Clerk/Assistant Clerk under the Openness of Local Government Bodies Regulations 2014 – Paper MPC(23)113.07
Clerk to report	
23.113.08	Business Plan Update – Paper MPC(23)113.08 - Chair to report
23.114	Sizewell C
23.115	To receive and consider reports from Representatives to Outside Bodies
23.115.01	Burness Parish Room Management Committee - Cllr Gradwell to report
23.115.02	Melton Trust - Cllr Martin to report
23.115.03	Melton Primary School - Clerk to report
23.115.04	Melton Messenger - Cllr Brown to report
23.115.05	Suffolk Association of Local Councils (SALC) - Cllr Gradwell to report
23.115.06	Suffolk Disability Forum - Cllr Darby to report
23.115.07	Melton, Woodbridge and Deben Community Partnership - Cllr Packard to report
23.115.08	Woodbridge and Melton Society – Cllr Bann to report
23.115.09	Deben Estuary Partnership – Cllr Packard to report
23.115.10	Adaptive Action Group – Cllr James to report
23.116	To consider Items for the Melton Messenger
23.117	Chair's urgent business
23.118	Date of next meeting

The next meeting of Full Council will take place on Wednesday 13th December 2023, commencing at 7pm at 17 Riduna Park, Station Road, Melton IP12 1QT.

Part Two of Two – Confidential

Exempt / Confidential Items. It is recommended that the public be excluded from the meeting for the following items of business on the grounds of commercial and employee confidentiality.

23.119 To discuss a confidential item relating to the Neighbourhood Plan

Refresh – Chair of Planning to report

23.120 To discuss the current MPC operating model – Chair to report

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