



## Minutes of the Planning and Transport Committee Meeting of Melton Parish Council

Held on 2<sup>nd</sup> July 2025 at 7pm

Melton Parish Council offices, 17 Riduna Park, Station Road, Melton, IP12 1QT.

### Present:

Cllr Brown (Chair—after item 1)  
Cllr Gradwell

Cllr Bann  
Cllr Nicoll

Cllr Darby

### Absent:

Cllr Corston

Cllr Stearn

### In Attendance:

J Hallett *Clerk to Melton Parish Council*

No members of the public were present

*Cllr. Brown welcomed everyone to the meeting.*

### 1) To appoint Chair and Vice-Chair of the Melton Parish Council Planning and Transport Committee for 2025/26:

- Chair: Cllr. Brown was proposed by Cllr. Gradwell, seconded by Cllr. Bann and all were in agreement.
- Vice-Chair: Cllr. Darby was proposed by Cllr. Brown, seconded by Cllr. Gradwell and all were in agreement

Cllrs. Brown and Darby signed the 'Declaration of Acceptance of Office' forms.

### 2) Apologies for Absence:

- a) To Receive Apologies – No apologies from MPC councillors had been received.
- b) To Accept Apologies – N/A.

### 3) To receive any:

- a) Declarations of Pecuniary Interest in Agenda Items - None
- b) Declarations of Non-Pecuniary Interest in Agenda Items – None
- c) Applications for Dispensation on Agenda Items - None
- d) Declarations of Gifts or Hospitality received over the value of £50.00 – None
- e) Notification of Lobbying with reference to any Planning Application to be discussed – None

### 4) Public Session:

- a) To consider matters raised by Members of the Public or Press regarding items on the Agenda – N/A

Chair's Initials: .....

**5) Planning - To discuss and agree response to the following Planning Applications or Appeals:**

- a) None

**6) Highways - To discuss the following 'Highways' matters - See Paper 'P&T Highways Paper July 2025':**

- a) Dropped Kerb at 28 Saxon Way and request for agreement by MPC to keep adjoining land cut back to aid visibility – The Clerk provided background information and advised that the residents of 28 Saxon Way had submitted a planning application to SCC, for a second dropped kerb at their property. SCC had initially refused this but had agreed to permit it, if MPC entered in to a legal agreement to keep the land next to the property (owned by MPC) cut back, for approx.. a metre away from the pavement. This was to allow for the correct visibility splay. The Clerk displayed an image of the land in question in May 2022 and Members were surprised at the volume of hedging that had been cut back since that time.

Members had concerns that entering in to a legal agreement would have cost implications and may be difficult to enforce in the future. They were also concerned that the hedging had been cut back without their approval – Clerk to speak to maintenance officer with reference to this. The Clerk was asked to arrange a site visit for members of the Committee and to place the matter on the Full Council agenda. It was also suggested that correspondence was sent to the homeowner and SCC officer, to request that all work on this matter was halted, until FC could discuss it.

- b) Provision of funding towards the Wilford Bridge Road Cycle Scheme – Members reviewed the draft costs for the project. Some Members expressed concern over the very high costs of the project and that it may not been seen as good use of public money. Others, whilst accepting that projects of this nature had a high cost, felt it was good use of public funds and would be a stepping stone to improving cycleways up to Sutton Hoo, (linking in with the SZC commitment to making improvements for pedestrian and cyclists at and around the level crossing). It may also be the first step in further improvements in the parish, including on Woods Lane and Melton Road.

It was thought that ESC were minded to approve the District CIL spend and that due to this, MPC should make a contribution from its NCIL funds, especially as the improvement of cycle and walking provision was a key factor in the Melton Neighbourhood Plan.

After extensive debate, Cllr. Brown proposed that the following motion was taken to the next Full Council meeting:

*MPC make a contribution towards the project of 1% of the total cost, up to a maximum of £6,000. These funds should be taken from the general CIL fund.*

This was seconded by Cllr. Bann. Members voted Four For and One against

- c) Location of third crossing point on Melton Road – Cllrs. Bann and Nicoll had attended a site visit earlier in the day, along with an SCC Officer. The original location, the revised location and a third suggestion had all been considered. After extensive review, it had been agreed that the crossing should be sited beyond Smithfield and Jenners Close, to allow for the correct turning of large vehicles. The SCC Officer had agreed to draw up the final reckoning as to costs in order that any variance, if any, between the original estimate and the actual bill to be paid, can be assessed.

**7) To discuss any matters of concern authorised by the Chair** – The following matters were discussed at the discretion of the Chair:

- Road Surfacing along Melton Road – Cllr. Nicoll reported that the poor road surfacing along Melton Road, outside the Spar garage, had been noted by the SCC Officer attending earlier in the day and he had agreed to report it and ask for an assessment.

**8) To receive agenda items, and agree date of Next Meeting (6<sup>th</sup> August 2025)** – The date of the meeting was confirmed as 6<sup>th</sup> August 2025, commencing at 7pm at 17 Riduna Park, Station Road, Melton IP12 1QT Members were asked to pass any agenda items to the Clerk at least one week prior to the meeting.

There being no further items to discuss, the meeting closed at 8.08pm

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Chair

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Date

Chair's Initials: .....