



# MELTON PARISH COUNCIL

Chairman: Councillor GK Butterwick

**MPC(07)M12**

**Minutes** of a meeting of the parish council on Thursday 13<sup>th</sup> December 2007 commencing at 19:11 in The Lindos Centre Main Hall Saddlemakers Lane Melton Woodbridge IP12 1PP.

Present:

Cllr Mrs BK Abbott  
Cllr Mrs ME Addington  
Cllr Mr MN Bond  
Cllr Mr GK Butterwick [Chairman]  
Cllr Miss DE Dann

Cllr Mr AG Dunford [Vice Chairman]  
Cllr Mrs J Eckersley  
Cllr Mrs PD Ferguson  
Cllr Mrs EJJ Hilson  
Cllr Mr KR Tester

The Chairman advised that, due to a family bereavement, the Clerk to the Council was unable to attend the meeting.

The Chairman apologised for the late start to the meeting, due to a misunderstanding about unlocking the building.

## **07.182 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE**

**07.182.01 Cllr Mr PJ Brockett - Holiday**

**07.182.02 Cllr Miss LS Leonard – Melton School PTA**

**07.182.03 Cllr Mr MW Sherwen – Working Late**

Council received these apologies and **consented** to the absences.

**07.182.04 Cllr Mrs CE Aitchison – Prior Meeting**

**07.182.05 Cllr Mr J Bidwell – Prior Meeting**

Council noted these apologies

## **07.183 TO RECEIVE DECLARATIONS OF INTEREST WITH REGARD TO ITEMS ON THE AGENDA AND ADDITIONS TO THE REGISTER**

There were none

## **07.184 STANDING ORDER 24 - WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC**

Noted that there had been no questions received.

## **07.185 PUBLIC PARTICIPATION SESSION [RESULTING FROM THE ADOPTION OF CHANGES TO THE CODE OF CONDUCT]**

**07.185.01 To receive representations from Councillors who have declared a prejudicial interest under item 07.183.**

There were none

**07.185.02 To receive representations from members of the public in respect of items on the agenda only**

There were none

It was **RESOLVED** to lift standing orders

**07.186 OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS**

There were no members of the public present.

**07.187 TO DISCUSS VILLAGE MATTERS RAISED BY MEMBERS OF THE PUBLIC OR COUNCILLORS**

**07.187.01 Lighting in Saddlemakers Lane**

Comments were made regarding the inadequacy of street lighting in Saddlemakers Lane, Hall Farm Close Footpath and Love Lane Footpath. Noted that response to the Hall Farm Footpath was awaited from SCC

**07.188 TO RECEIVE THE COUNTY COUNCILLORS REPORT**

**07.188.01 07.166.04 Graffiti**

The following response to the issues raised at the November meeting regarding clearing up Graffiti the following response received from Cllr Aitchison was noted

*'SCC Highways deal with all graffiti on SCC Bridges and use Suffolk Highways Contracting bridge gangs where possible or specialist contractors where they have to.*

*As a point of interest a recent project involved a partnership between Kesgrave High School, Kesgrave Town Council, Police and SCC to paint murals on 2 of the subways in Ropes Drive, This work was designed and the painting completed by the students from the school. The scheme was funded with contributions from the Town Council, SCC and the School. This, so far, has been successful, even though people still graffiti over it but not to the same extent and it is not so obviously visible. Further projects of this kind on the 2 remaining subways in Ropes Drive are being assessed for the next financial year.*

*The Highways Agency are responsible for clearing graffiti off their bridges. For information, as well as the owning and maintaining all of the bridges that the trunk roads sit on, they are also responsible for all bridges within Suffolk that go over the trunk roads.'*

Chairman suggested that councillors concerned about graffiti on highway signs & structures should bring this to the attention of the Clerk, as SCC Highways could only respond quickly to incidents they were made aware of.

**07.188.02 Love Lane Footpath**

Noted that the footpath has been re-laid and that Cllr Aitchison is investigating concerns about the lack of appropriate warning signs whilst the work was in progress.

**07.188.03 Overgrown Bushes on Wilford Bridge Road Opposite Technicraft**

Noted that the footpath is becoming overgrown in a number of places. Agreed that the Clerk should contact SCC Highways at Saxmundham to have them cut back.

**07.189 TO RECEIVE THE DISTRICT COUNCILLORS REPORT**

**07.189.01 Planning Procedures**

The following received from Cllr Bidwell warning of the potential anomaly in the process was noted:

*'The development C07/1792/FUL 12 & 14 The Street Melton IP12 1PW. Planning Control gave consent to the proposed development but the approved application had been amended and submitted very late. The one rejected by Melton PC was not the one that will now appear*

**07.189.02 Review of Local Government Structure**

Cllr Bond reported that the Government had rejected the bid by Ipswich to become a unitary council on financial grounds, and had asked all eight councils in Suffolk to submit a proposal for a single unitary council for the county. The Pathfinder bid [for a 'virtual' unitary arrangement for the county, excluding Ipswich] is thus 'dead in the water' but councils were considering sharing resources to reduce costs.

**It was RESOLVED** to reinstate standing orders.

**07.190 TO APPROVE THE MINUTES OF MEETING HELD ON 8<sup>TH</sup> NOVEMBER 2007**

Minutes MPC(07)M11 of the meeting held on 8<sup>th</sup> November 2007 previously circulated

Noted that apologies had been relieved from Cllr Addington who was ill. Agreed to amend the minutes and consent to the absence.

Proposed that the minutes, with this amendment, be signed by the Chairman as a correct record:

Proposed by: Cllr Hilson

Seconded by: Cllr Ferguson

**It was RESOLVED** that the Chairman sign the minutes as a correct record.

**07.191 TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND SUB-COMMITTEES**

**07.191.01 Village Plan Committee 19<sup>th</sup> November 2007**

Proposed that Minutes VPL(07)M4 of the inquorate meeting previously circulated be received and noted.

Proposed by: Cllr Dunford

Seconded by: Cllr Tester

**It was RESOLVED** to receive and note the minutes

**07.191.02 Planning Committee 26<sup>th</sup> November 2007**

Cllr Bond urged members of the Planning Committee to attend the District Council Planning Sub-Committee meeting to see how they work.

In response to a question from Cllr Tester, the Chairman advised that all Councillors are entitled to attend all committee meetings especially the Planning Committee Meeting on 28<sup>th</sup> January 2008 when Philip Ridley would be in attendance.

Proposed that Minutes PLA(07)M6 previously circulated be received and noted.

Proposed by: Cllr Dunford

Seconded by: Cllr Ferguson

**It was RESOLVED** to receive and note the minutes

**07.191.03 Recreation Committee 3<sup>rd</sup> December 2007**

Cllr Bond raised his concerns over the proposed Loan to fund the work on the tennis courts and spending of reserves to fund work on the playing field. The Chairman reminded councillors that this would be debated at the Finance Committee meeting on 19<sup>th</sup> December, which any councillor could attend.

Proposed that Minutes REC(07)M4 previously circulated be received and noted.

Proposed by: Cllr Dunford

Seconded by: Cllr Ferguson

**It was RESOLVED** to receive and note the minutes

The Chairman drew attention to the recommendations in the minutes regarding the future of hire agreements.

Proposed that the following recommendations be adopted:

- (a) Separate types of agreement be drawn up to meet the different needs of the users e.g. football, car boot sales, car and cycle rallies
- (b) The agreements are between the user and MPC direct not through any intermediary
- (c) The new agreements come into force with effect from 1<sup>st</sup> July 2008, the day after the current agreement with MSSC ends
- (d) That, on or before that date, new locks be fitted and non-recuttable keys be issued by the Clerk only in return for signed receipts
- (e) A scheme of fees be agreed by the Recreation Committee, in consultation with the Finance & Risk Management Committee
- (f) The financial responsibility for the cost of the electricity supply is assumed by MPC at the earliest possible opportunity and, together with the water and sewerage charges that MPC is already financially responsible for, is reflected in the scheme of fees
- (g) MSSC be sent reminders for the outstanding hire payments

(h) The recommendations of the Recreation Committee are put to the next full Council meeting for adoption

Proposed by: Cllr Butterwick

Seconded by: Cllr Dunford

**It was RESOLVED** to adopt the recommendations.

Cllr Ferguson reported on the poor state of the junior football pitch following intensive use over the weekend of 11/12<sup>th</sup> December and the recent wet weather.

#### **07.192 TO APPOINT A REPRESENTATIVE OF THE PARISH COUNCIL TO BE A TRUSTEE OF THE MELTON COMMUNITY YOUTH PROJECT**

Proposed that the Parish Council agrees to be formally identified as a body responsible for nominating a trustee of the Melton Community Youth Project, once the charitable trust is formed

Proposed by: Cllr Butterwick

Seconded by: Cllr Eckersley

**It was RESOLVED** that the Parish Council agrees to be formally identified as a body responsible for nominating a trustee of the Melton Community Youth Project, once the charitable trust is formed.

Proposed that Cllr Ferguson be nominated as a trustee of the Melton Community Youth Project.

Proposed by: Cllr Dann

Seconded by: Cllr Dunford

**It was RESOLVED** that Cllr Ferguson be nominated as a trustee of the Melton Community Youth Project

Cllr Eckersley left the meeting at 20:15

#### **07.193 TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**

##### **07.193.01 Burness Parish Room Management Committee**

It was reported that at the recent management meeting ways in which to advertise that Burness Rooms are currently under-subscribed were discussed. It was noted that improvements to the exterior appearance were in hand. Minutes of the management committee would in future be available to council.

##### **07.193.02 Greenprint Environmental Forum**

Nothing to report

##### **07.193.03 Melton Community Youth Project**

It was reported that the first of four events [music] had been held on 17<sup>th</sup> November and was very well attended. Professional musicians had been employed and 2 young people wrote a 'Rap' [very impressive] – hands on experience invaluable.

A Xmas Extravaganza Disco was to be held on 15<sup>th</sup> December. Two further events were planned in the New Year.

Cllr Aitchison had provided funding which has been used for equipment that is stored at Rectory.

**07.193.04 Melton Trust**

- Cllr Dann & Cllr Tester reported that they had not been able to make contact with Mr Petley.
- The Rector, who is also a trustee, had visited, was not received but had left a letter
- Clerk & Chairman had met and sent a letter to Mr Petley inviting him to provide possible dates for a meeting in January
- If no response by 19<sup>th</sup> December MPC will call a meeting and invite those involved in the Trust. A recorded delivery letter will be sent to Mr Petley inviting him to attend
- Finance & Risk Management Committee to consider the implications for council at meeting on 19<sup>th</sup> December
- Noted that grants have been paid

**07.193.05 Safer Neighbourhood Team Liaison Group**

Minutes of the meeting on 7<sup>th</sup> November 2007 enclosed MPC(07)P193.05 were received and noted

Cllr Dann had been unable to attend the meeting on 10<sup>th</sup> December due to being given incorrect venue information. Clerk asked to take this up with the SNT secretariat

Noted that Police consider Melton Playing Field a 'hotspot' meeting ground for youngsters.

Chairman advised councillors that the SNT website is [www.onesuffolk.co.uk/safersuffolk/woodbridgeandmelton](http://www.onesuffolk.co.uk/safersuffolk/woodbridgeandmelton), as it cannot easily be found by internet search engines

**07.193.06 Suffolk Association of Local Councils**

Paper MPC(07)P193.06 – report on the visioning event previously circulated was received and concern that Parish Councils should be engaged in discussion on implementing the Pathfinder proposal from the beginning noted.

Chairman expressed the view that the recent government decision [see 07.189.02] meant that the Pathfinder proposal was capable of being easily transformed into a proposal for a fully unitary 'top level' council for the whole of Suffolk. If such a council were to be created, it was crucial to local democracy that the delegation of local decision making to town and parish councils contained in the Pathfinder proposal was retained and strengthened in any new proposal.

**07.193.07 Suffolk Coastal Rural Communities Development Partnership**

Nothing to report

**07.193.08 Transport**

(a) Bus Shelter for Melton Park Area

Copy of letter from SCC Environment & Transport MPC(07)P193.08(a) previously circulated was received and noted.

Agreed that Cllr Butterwick should start the process on behalf of the council, without making any commitment to the provision of parish council funding

(b) Transport Representative's Report

Report MPC(07)P193.08(b) previously circulated was received and noted that an hourly service along St Audrys Park Road had been requested.

**07.193.09 Woodbridge & Melton Riverside Action Group**

Nothing to report

**07.194 TO CONSIDER ANY MATTERS ARISING FROM CORRESPONDENCE CONTAINED IN THE WEEKLY REPORTS CIRCULATED TO COUNCILLORS**

**07.194.01 SCDC Coastal Potato Event 18<sup>th</sup> January 2007**

Cllr Bond to find out whether local schools have been invited to attend and if not the Clerk to follow up.

**07.194.02 REC07.47.05 Bike Events Ltd**

Noted that organiser is keen to use playing field for the start/finish of the event [up to 800 bikes, 2 small marquees, temporary toilets, etc] and is hoping to use SCDC car park for the supporters' cars, thus removing the danger of football pitches being damaged.

**07.195 TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS**

**07.195.01 07.165.02 Melton Messenger**

Noted that Cllr Eckersley had produced an article for the Messenger on the business of the last meeting and that this had been included in the December issue

**07.195.02 07.167 Social Inclusion and Young People**

Noted that Cllr Savage had agreed to attend the meeting of the full council on 14<sup>th</sup> February 2008 to outline her vision for including young people in the activities of the Parish Council

**07.195.03 07. 172.05 YMCA**

Noted that a team of young people have carried out pathway clearance along the length of the footpath in Melton Road outside the playing field and that they will return in January to assist with ditch clearance.

**07.196 TO RECEIVE AND CONSIDER RESOLUTIONS OR RECOMMENDATIONS IN THE ORDER THAT THEY HAVE BEEN RECEIVED**

There have been none.

**07.197 TO CONSIDER THE COMPACT IN SUFFOLK**

Paper MPC(07)P197 previously circulated was received. Noted that the Compact promotes as a good practice allowing a twelve week period for consultations.

**07.198 TO CONSIDER THE RESULTS OF THE MELTON PARK BOUNDARY CONSULTATION**

Noted that the Clerk's from Melton and Ufford had opened the envelopes containing the questionnaire responses. Also that the Chairmen will meet in the New Year to consider progress.

**07.199 CHAIRMAN'S URGENT BUSINESS**

There was none

**07.200 TO CONSIDER ENGAGING WITH COMMUNITY SPEED WATCH**

Extract from Essex Police Newsletter MPC(07)P200 previously circulated was received. Noted that, given the need for a minimum of six committed volunteers and to fund the £3,000 cost of the equipment, a joint approach with neighbouring parishes was suggested. It was agreed that this should be proposed at the next meeting of the SNT Liaison Group - Cllr Dann to take up.

**07.201 DATE OF NEXT MEETING**

**07.201.01 Ordinary Meeting**

Thursday 10<sup>th</sup> January 2008 19:00 in the Lindos Centre Main Hall at 19:00

Noted that there are also ordinary meetings on 14<sup>th</sup> February, 13<sup>th</sup> March and 10<sup>th</sup> April 2008.

**07.201.02 Annual Parish Meeting**

Thursday 24<sup>th</sup> April 2008 in the Lindos Centre Main Hall at 19:00

There being no further business the meeting closed at 21:05

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

[Chairman]