



MELTON PARISH COUNCIL

Chairman: Councillor GK Butterwick

MPC(08)M7

Minutes of a meeting of the Parish Council on Thursday 10th July 2008 commencing at 19:00 in The Lindos Centre Main Hall Saddlemakers Lane Melton Woodbridge IP12 1PP.

Present:

Cllr Mrs BK Abbott
Cllr Mr PJ Brockett [Vice Chairman]
Cllr Miss DE Dann
Cllr Mr AG Dunford
Cllr Mrs J Eckersley

Cllr Mrs PD Ferguson
Cllr Mrs EJG Hilson
Cllr Miss LS Leonard [From 19:55]
Cllr Miss KS Martin
Cllr Mr MW Sherwen

In attendance:

Mr MJ Green

Clerk to the Parish Council

In the absence of the Chairman the Vice Chairman was in the Chair.

Council noted the election of Cllr Bidwell as Chairman of Suffolk Coastal District Council and recorded their hearty congratulations on his appointment.

08.131 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE

08.131.01 Cllr Mrs ME Addington – Family Gathering

08.131.02 Cllr Mr GK Butterwick – Holiday

08.131.03 Cllr Mr MN Bond – District Council Meeting

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

08.131.04 Cllr Mrs CE Aitchison - Holiday

08.131.05 Cllr Mr J Bidwell – District Council Meeting

Council received and noted these apologies.

08.132 TO RECEIVE DECLARATIONS OF INTEREST WITH REGARD TO ITEMS ON THE AGENDA AND ADDITIONS TO THE REGISTER

Cllrs Dann and Brockett declared a prejudicial interest in item 08.148

08.133 STANDING ORDER 24 - WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC

Noted that there have been no questions received.

It was RESOLVED to lift standing orders.

08.134 PUBLIC PARTICIPATION SESSION

08.134.01 To receive representations from Councillors who have declared a prejudicial interest under item 08.132

There were no representations.

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

There were no representations.

08.135 OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS

There were no members of the public present.

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

08.136.01 Burness Parish Room

Members congratulated the Burness Room Management Committee on the improvements made to the exterior of the building by the upgrade of the car park surface and the flower troughs.

08.136.02 Melton Messenger

Concern was expressed as to once again the late delivery of this publication. Council has an interest given its monetary contribution towards the cost of publication. Clerk advised that the PCC were looking to appoint an administrator which should go some way to sorting the matter.

08.136.03 Speed Checks on Yarmouth Road

Council noted the presence of Suffolk SafeCam on Yarmouth Road recently with the 'SID' cameras. Council also recalled that Cllr Aitchison was to be asked to arrange a meeting with SCC Highways to consider traffic calming measures along The Street.

08.136.04 Beresford Drive/Bredfield Road Building Site

Further concerns were expressed about the state of the surrounding footpaths to the site and the tipping of soil from Turn Lane by the builders. Rumours are circulating that there are possible contamination issues with the soil. Clerk to follow up with SCC/SCDC.

Cllr Dann confirmed that the parking issues had been raised with SNT who were monitoring the issue.

08.136.05 Late Night Fireworks

Concerns were expressed about the noise generated by late night fireworks at parties. Clerk to check with enforcement team what the regulations are and to obtain out of hours contact details for enforcement team.

08.136.06 Dog Waste Bins

In response to a question the Clerk confirmed that dog waste bins are purchased from Suffolk Coastal Services Ltd who then empty/maintain the bins as part of the purchase price.

08.137 TO RECEIVE THE COUNTY COUNCILLORS REPORT

The following written report was received from Cllr Aitchison.

08.137.01 Boundary Committee

By the date of the Melton Parish meeting they will have announced their initial report on the preference on how Suffolk should be governed and there will be a period of consultation until 26th September, after which feedback will be considered and a final recommendation to the Secretary of State made in December.

The official announcement will be made public at midday on Monday 7 July on the Boundary Committee website which is www.boundarycommittee.org.uk

The Boundary Committee will be writing to town and parish councils and local stakeholders informing them of the decision, and will be providing Suffolk County Council with leaflets and posters for them to display in public places.

08.137.02 Suffolk Coasts and Heaths AONB 5 Year Management Plan

As a member of the Suffolk Coasts and Heaths Partnership and Joint Advisory Committee, I was delighted to be invited to Thorpness Country Club on 30th June for the launch of their 5 year Management Plan. All the stakeholders together with Parishes and local businesses involved in the areas covered by AONB were invited and we listened to some varied and interesting presentations about the uniqueness of Suffolk which makes our county so special. Following on from this the Suffolk Coasts and Heaths Unit has announced £60k of funding for sustainable development projects. Their press release reads.....

Applications are invited to the Sustainable Development Fund for new projects in the Suffolk Coast and Heaths Areas of Outstanding Natural Beauty (AONB).

Funding is available for projects to be carried out during the 2008-2009 financial year. The first panel meeting to award grants will take place on 14th August and the initial deadline for receipt of completed applications is 31st July. If funds are not fully allocated, it is likely that further panel meetings will take place. However, in previous years, the funds have been over subscribed and early applications are recommended. Please check the Suffolk Coast and Heaths website, www.suffolkcoastandheaths.org for further details.

The Suffolk Coast and Heaths has a Sustainable Development Fund of £60,000 and grants of up to £25,000 are available. Normally, 75% of the total project cost (100% in exceptional cases) can be met by the grants. Application Packs can be ordered by phone from the AONB office and the forms can also be found online.

The Sustainable Development Fund is a highly innovative scheme to encourage individuals, community groups, schools, businesses or parish councils to develop projects that benefit to the environment, economy and society within our most beautiful countryside. 2008 is the fourth year that the fund has been available within AONBs and grants totalling £239,000 to be made to 39 projects so far in the Suffolk Coast and Heaths. Funding is also available for projects in the Dedham Vale, Suffolk's other AONB.

Malcolm Farrow, Communications Officer with the Suffolk Coast and Heaths Unit said, "Sustainable development is a key aim of the new Suffolk Coast and Heaths AONB Management Plan, and this fund is a vital resource in a rural area where funding can be difficult to find. The projects funded so far have been extraordinarily diverse, including: community transport initiatives, access improvement schemes, 'green' tourism initiatives, a marine mammal watch-point, a film project for young people and the Suffolk Community Barn Owl project. I'd encourage anyone with a project that meets the requirements of the Sustainable Development Fund to submit an application by the 31st July".

For more information, to order a pack, or to discuss a potential project, please contact the AONB Unit on 01394 384948

Forms are available from the Suffolk Coast and Heaths AONB website:

<http://www.suffolkcoastandheaths.org/downloads.asp?PageId=76>

08.138 TO RECEIVE THE DISTRICT COUNCILLORS REPORTS

There were no reports.

Whilst the absence of the district councillors on District Council Business was understood, concern was expressed that no report was provided.

The Clerk was asked to contact the District Councillors to see if they were able to provide a short written report for each meeting.

It was RESOLVED to reinstate standing orders

08.139 TO APPROVE THE MINUTES OF MEETING HELD ON 12TH JUNE 2008

08.139.01 Attendance – Cllr Eckersley

Cllr Eckersley was in attendance for the whole meeting. Remove '[Part]' in attendance list.

Proposed that with this one amendment, minutes MPC(08)M6 of the meeting held on 12th June 2008 previously circulated be received, noted and signed as a correct record by the Chairman

Proposed by: Cllr Ferguson.

Seconded by: Cllr Hilson.

It was RESOLVED that, with this one amendment, minutes MPC(08)M6 of the meeting held on 12th June 2008 previously circulated be received, noted and signed as a correct record by the Chairman.

08.140 TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND SUB-COMMITTEES

08.140.01 Employment Committee 12th June 2008

Confirmed that the follow-up appraisal review was complete.

Proposed that minutes EMP(08)M2 previously circulated were received and noted.

Proposed by: Cllr Ferguson.

Seconded by: Cllr Hilson.

It was RESOLVED that minutes EMP(08)M2 be received and noted

08.140.02 Planning Committee 23rd June 2008

Confirmed that:

- Melton Car Park application subsequently approved
- Girdlestons development application subsequently withdrawn
- Design Brief request sent to SCDC – acknowledgment from Cllr Herring and confirmation that response would be sent within 10 days

Proposed that minutes PLA(08)M8 previously circulated were received and noted.

Proposed by: Cllr Sherwen.

Seconded by: Cllr Martin.

It was RESOLVED that minutes PLA(08)M8 be received and noted

Council discussed the temporary co-option of Cllr Butterwick to the Planning Committee to bring his expertise to the group especially in the consideration of the Design Brief and Local Development Framework Consultations.

Proposed that Cllr Butterwick be co-opted to the Planning Committee.

Proposed by: Cllr Dunford.

Seconded by: Cllr Sherwen.

It was RESOLVED that Cllr Butterwick is co-opted to the Planning Committee.

Noted that this co-option would be until the next Annual Parish Council Meeting.

08.140.03 Recreation Committee 30th June 2008

The Clerk reported that consideration was being given to the refurbishment of the pavilion and potential use by the Melton Community Youth Project. The Finance & Risk Management Committee would be considering the cost implications at their meeting on 14th July 2008.

Proposed that minutes REC(08)M3 previously circulated were received and noted.

Proposed by: Cllr Martin.

Seconded by: Cllr Ferguson.

It was RESOLVED that minutes REC(08)M3 be received and noted

08.141 TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

08.141.01 Burness Parish Room Management Committee

It was reported that consideration was being given to further improvements including the installation of secondary double glazing and Cllr Ferguson asked if anyone knew a supplier..

Council was also reminded of the open day on 6th September 2008 and that Council would be having a stall that would need 'manning' by Councillors.

08.141.02 Greenprint Environmental Forum

Council was encouraged to be represented at the visit to Foxhall Landfill Site & Household Recycling Centre on 22nd September 2008 [Note: SCDC Website indicates on 17/07/08 that this visit is fully booked]..

08.141.03 Melton Community Youth Project

It was reported that the project was progressing with a small group meeting in the Church Room led by the Rector and that the CEL Community Bus had been used by the group on outings.

08.141.04 Safer Neighbourhood Team Liaison Group

(a) Liaison Meeting 2nd June 2008

Police report presented to the SNT Liaison meeting on 2nd June 2008 was tabled, received and noted.

(b) Changes to the Structure of SNT

Copy of a letter outlining changes to the structure of the local SNT's together with comments form was tabled, received and noted.

Council appreciated the positive role of SNT since their formation and the direct contact through the liaison team meetings.

Whilst the exclusive allocation of police officers to the SNT in the new structure was welcomed, concern was expressed that the new geographical area covered by the teams was too great.

A further review was recommended in 12 months to assess the success of the new structure.

The Clerk was asked to respond to SNT on behalf of council.

(c) Graffiti

The Clerk advised Council of the difficulties being experienced at the Playing Field with graffiti on the play equipment. He reported that the Council Contractors attend to this as soon as possible as a deterrent to future damage. The SNT team are regularly patrolling the area to try to apprehend the culprits. It was also reported that graffiti was also present on containers by Melton Rail Station.

08.141.05 Suffolk Association of Local Councils

Paper MPC(08)P141.05 - report on the Crime Prevention in the Community Seminar previously circulated was received and noted.

Main points noted were:

- PCSO project – part funded £14k likely cost
- Road Safe Partnership Launch – 8 fixed speed cameras in Suffolk and portable SID cameras

- Community Speedwatch being rolled out
- 'Play Your Part' – new scheme for SCC employees and Councillors with hotline for reporting low level criminal and anti social behaviour and problems such as potholes, uneven pavements etc.

08.141.06 Suffolk Coasts & Heaths Management Plan Launch

Paper MPC(08)P141.06 – report on the event previously circulated was received and noted.

Potential for assistance for Melton Parish Council in producing management plan for Burkes Wood and Playing Field was noted

08.141.07 Suffolk Coastal District Council Emergency Planning Meeting

Council was advised of the Community Resilience Workshop held on 2nd July at Suffolk Coastal District Council.

Aim was to understand the current situation regarding civil preparedness in the event of natural disasters.

Covers basics such as:

- Contacts
- Loan Equipment
- Self help – such as farmers with tractors

Expect report from meeting in three to four weeks which will require action by councils.

08.141.08 Suffolk Estuary & Coasts Conference

Paper MPC(08)P141.08 previously circulated was received and noted.

Main points raised:

- This was a conference sponsored by Suffolk CC
- The background and context was with regard to coastal flooding and erosion and the provision of adequate defences which are major issues for this area, both in terms of land and communities.
- This especially in the light of the Environment Agency's 'no active intervention' policy proposals as concerns the Blyth Estuary.
- It is possible that similar policies are likely to apply in future to the Alde/Ore and Deben estuaries.
- The Shoreline Management Plan for estuaries Alde/Ore and Deben expected to be published in the autumn (but may be delayed) then a period of public examination prior to finalisation.
- There is a need to form groupings of all Parish Councils on both sides of the Deben plus any other interest parties to formulate a response to the Environment Agency consultation

08.141.09 Transport

Report MPC(08)P141.09 previously circulated was received and noted.

08.141.10 Woodbridge & Melton Riverside Action Group

Nothing to report.

08.142 TO RECEIVE AND CONSIDER REPORT FROM WORKING GROUPS

08.142.01 Melton Youth Forum Working Group

Nothing to report.

08.142.02 Local Government Review Response

Paper MPC(08)P142.02 previously circulated was received and noted.

Summary of main action points:

- the council should publish basic, impartial information about the proposals as soon as possible after publication of the Boundary Committee's recommendation. It is hoped that SALC will produce this;
- those local groups whose details appear on the parish council Website should be asked to make sure their members were aware of what was proposed with the main objective being to spread the word as far and wide as possible;
- the parish council's stall at the Burness Parish Room open day on 6th September should be largely given over to the subject of the Local Government Review;
- provision should be made for an enlarged Open Forum at the full Council meeting on 11th September, to give residents an opportunity to air their views.
- a discussion paper will be produced by the working group for consideration by full Council on 14th August;
- Council will be in a position to respond to the Boundary Committee following the full Council meeting on 11th September and before the closing date of the consultation period of 25th September 2008.

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

No matters arising.

08.144 TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA

08.144.01 Payphone Consultation

The response to the payphone consultation objecting to the removal of the payphone in The Street was submitted by the due date.

08.144.02 Rural Dispensing Regulations

The appeal is to be held on Thursday 21st August 2008 in Woodbridge at 9.30 a.m.

Council representation has to be notified to the NHS by 23rd July 2008.

The objection by Melton Parish Council to the proposed reclassification has been included in the appeal documentation.

Councillor(s) wishing to attend must notify the Clerk by 22nd July 2008.

08.144.03 Quality Parish Council

The application had been submitted and considered by the assessment panel on 7th July 2008. The decision is awaited.

The Clerk reported that one of the queries raised by the accreditation panel was in respect of apologies for meetings and stressed that it was essential that councillors tendered their apologies for every meeting if they were unable to attend.

A copy of the submission was available at the meeting.

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

Noted that there were no resolutions received.

08.146 TO CONSIDER THE PARISH COUNCIL RESPONSE TO THE APPLICATION BY MARTIN MCCOLL LTD FOR A VARIATION OF A PREMISES LICENCE

An application has been submitted to SCDC by Martin McColl Ltd for a variation to the premises licence for 75 The Street Melton.

The variation is to allow the sale of alcohol off the premises during the varied hours of 06:00 to 22:00

Any representations must be submitted to the Licensing Team at SCDC by 21st July 2008.

Representations have been made to the Parish Council on behalf on local residents on The Street, residents at Fison House and the Horse and Groom. All object to the extension to 22:00 on the basis of the additional noise, traffic, litter, nuisance etc.

Noted that the Parish Council has not been advised of the application or consulted on the application by SCDC. It has only been brought to the notice of MPC by a local resident.

Following a detailed discussion council concluded the following:

- The concerns of residents centred round the potential problems caused by noise, traffic pollution, and the possibility of anti-social behaviour late at night by people purchasing alcohol. The close proximity of Fison House and local houses means that they would certainly be affected by the noise of cars pulling up, doors closing and banging etc. The corner of Saddlemakers Lane and The Street is a very narrow and with the indiscriminate parking of cars outside McColls it is extremely dangerous to exit from Saddlemakers Lane in daylight. The problem in the dark is only exacerbated.
- There is a feeling that the off-licence would not be providing for the local residents but rather would be providing for passing trade which many are worried will increase traffic flows.

Proposed that the council supports the residents in their objection to the extension for the reasons stated above.

Proposed by: Cllr Brockett

Seconded by: Cllr Dann.

It was RESOLVED that council supports the residents in their objection to the extension for the reasons stated above

08.147 CHAIRMAN'S URGENT BUSINESS

The Vice Chairman requested that items for the next agenda should be sent to the Clerk as soon as possible to enable a draft agenda to be prepared by the end of July.

08.148 MELTON TRUST

Proposed under Standing Order 68, that in respect of this item, to consider the resolution:- "That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw".

Proposed that the public be excluded for this item and that the discussion be subject to a confidential minute.

Proposed by: Cllr Dunford.

Seconded by: Cllr Brockett.

It was RESOLVED to exclude the public from the meeting for this item and that the discussion be subject to a confidential minute.

Due to his involvement as a Trustee Cllr Brockett withdrew from the meeting at this point.

Cllr Dunford took the Chair.

Following the discussion Cllr Brockett returned to the Chair.

08.149 DATE OF NEXT MEETINGS

Thursday 14th August 2008 in the Lindos Centre Main Hall commencing at 19:00

Noted that due to holidays the Clerk will not be in attendance and therefore a minute taker will be required – Cllr Dann agreed to act as minute taker for that meeting.

There being no further business the meeting closed at 21:25

Signed: _____ Date: _____
[Chairman