



# MELTON PARISH COUNCIL



**Minutes** of an ordinary meeting of the Melton Parish Council on Thursday 11<sup>th</sup> June 2009 commencing at 19:00 in The Lindos Centre Main Hall Saddlemakers Lane Melton IP12 1PP.

**Present:**

Cllr Mrs BK Abbott  
Cllr Mrs ME Addington  
Cllr Miss EA Barrington  
Cllr Mr MN Bond

Cllr Mr PJ Brockett  
(Chairman)  
Cllr Mr GK Butterwick  
Cllr Mr AG Dunford  
Cllr Mrs JEJ Eckersley

Cllr Mrs EJJ Hilson  
Cllr Miss LS Leonard  
Cllr Miss KS Martin  
Cllr Mr HM Needham

**In Attendance:**

Mrs H Palmer [Assistant Clerk to Melton Parish Council]

1 representative from the Girdlestone Action Group

1 local resident

2 representatives from the Safer Neighbourhoods Woodbridge and District Team

**09.129 TO RECEIVE APOLOGIES FOR AND CONSENT TO ANY ABSENCE**

**09.129.01 Cllr Mr MW Sherwen – Holiday**

Council considered this apology and it was **RESOLVED** to receive the apology and consent to the absence.

**Proposed by:** Cllr Brockett

**Seconded by:** Cllr Martin

**09.129.02 Cllr Mr J Bidwell – Hospital Appointment**

Council received and noted this apology.

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

There were no declarations or additions to the register.

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

To note that there have been no written questions received.

**09.132 PUBLIC PARTICIPATION SESSION**

**09.132.01 To receive representations from Councillors who have declared a prejudicial interest under item 09.130**

There were no representations.

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

There were no representations.

*It was RESOLVED to lift standing orders.*

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

Item 09.139.03 was brought forward and dealt with at 19:05 to allow PC O'Neil and PC Smith to talk to Council. The following points were highlighted:

- The issue of parking outside McColls and the chip shop in Melton had been discussed at the SNT meeting on Tuesday and had been carried over as a Tasking Policing Priority. The Police have been carrying out regular checks and walkabouts of the area lately and had issued 1 ticket. The police commented that the times they have visited the problem areas there seems to be less instances of parking problems. They also have spoken to a local resident who confirmed the problem had seen a marked improvement.

- The Parish Council confirmed there still was a significant problem with parking in that area of The Street and Saddlemakers Lane especially early weekday mornings 8.45am – 9am and also at weekends. The police confirmed they would visit the area at this time in the future.
- Councillors asked if there was an official letter that could be used to put on car windscreens parked in the problem area. PC O'Neil would look into this for the Council.
- The Police updated the council on speed issues in the area and advised that the speed gun will be used more frequently in Melton to identify speeding vehicles.
- The police confirmed there had been a break in at the Hairdressers on The Street and goods stolen.
- Councillors asked the police if they could confirm if the helicopter which has been circling the area recently is a police helicopter. PC O'Neil confirmed she would if possible (unless confidential) check the log details of police flights to determine if this was indeed the police helicopter.
- Any further issues or concerns should be forwarded to PCSO 3105 Marie Smith (contact details available from the Parish Council Office). These would be considered for the next SNT meeting.
- The date and time for the next meeting is 7<sup>th</sup> July to which Cllr Brockett has confirmed his attendance.

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

**09.134.01 Bredfield Road**

Cllr Hilson brought to the Council's attention that as of today (11<sup>th</sup> June) no work had been carried out to correct the wooden fence and pavement on Bredfield Road. The deadline for this is 15<sup>th</sup> June 2009.

**09.135 TO RECEIVE THE COUNTY COUNCILLORS REPORT**

The Chairman welcomed and congratulated Cllr Bond on being elected as the Wickham Division County Councillor. Cllr Bond will submit a written County Councillors report to future meetings which can be circulated in advance to Councillors. Cllr Bond will continue to take on the duties of District and Parish Councillor.

**09.136 TO RECEIVE THE DISTRICT COUNCILLORS REPORT**

Paper MPC(09)P136 previously circulated was received and noted. Cllr Bond explained the section entitled 'Costs' in more detail for Councillors and advised that one of the main reasons the Suffolk Coastal District Council's finances were 'badly affected' was due to the drop in interest rates and a drop in demand for services which can be charged for e.g. submission of planning applications. This has meant an unforeseen reduction in income.

*It was RESOLVED to reinstate standing orders.*

**09.137 TO APPROVE THE MINUTES OF PREVIOUS MEETING**

**09.137.01 Minutes of meeting on 28<sup>th</sup> May 2009**

**It was RESOLVED** that minutes MPC(09)M6 of the annual parish council meeting held on 28<sup>th</sup> May 2009 previously circulated be received, noted and signed as a correct record by the Chairman.

**Proposed by:** Cllr Martin

**Seconded by:** Cllr Hilson

**09.138 TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND SUB COMMITTEES**

**09.138.01 Planning Committee 18<sup>th</sup> May 2009**

Noted that minutes PLA(09)M5 of the meeting on 18<sup>th</sup> May 2009, reported on at the full council meeting on 28<sup>th</sup> May 2009, have been circulated. This was received and noted.

**09.139 TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**

**09.139.01 Burness Parish Room Management Committee**

No update.

**09.139.02 Melton Trust**

Revd Hatchett has reminded that an additional trustee is needed to be nominated by the Parish Council for the Melton Trust. Cllr Eckersley will indicate this in the article for the Melton Messenger and ask for any volunteers.

**09.139.03 Safer Neighbourhood Team (SNT) Tasking Group**

Copy of minutes from meeting held on 7<sup>th</sup> May MPC(09)P139.04 previously circulated were noted and received. Cllr Addington updated the Council verbally on the meeting she attended on 9<sup>th</sup> June and confirmed the next meeting would take place on 7<sup>th</sup> July. Points to note were:

- The Parking at McColls/Saddlemakers lane was an ongoing issue and it is a Tasking Policing Priority.
- Another concern for priority this month will be parking outside schools particularly at drop off and pick up time.
- Ufford are experiencing trouble with an unofficial BMX track that is near Parklands/recreation ground. Police are working with that Council on this issue.

The SNT Update provided by the Police representatives in attendance at the meeting was brought forward and dealt with under item 09.133 at 19.05.

**09.139.04 Suffolk Association of Local Councils**

Report MPC (09)P139.05 previously circulated was received and noted. The next meeting is due to take place on September 14<sup>th</sup> where Philip Ridley will be attending as Guest Speaker. If there are any Councillors who wish to attend this meeting please let Cllr Brockett know. SALC have released their training programme dates up until the end of September 2009, these are available on their website for further details. Green Suffolk's website has more information on Green Print and the next meeting is due to take place on 27<sup>th</sup> July 2009.

**09.139.05 Transport**

It was noted that the local train network had not been communicating effectively train services within the area. There appears to be a lack of train services at the weekends and problems experienced with issuing pre-ordered tickets. Cllr Butterwick has followed the issue of timetables up with National Express and will update Council of any developments. It was also noted that the local Melton bus timetables were out of date. Cllr Bond took away the issue to pursue the availability of up to date bus timetables as this was thought by the meeting to be an issue across the Suffolk Coastal area..

**09.140 TO RECEIVE AND CONSIDER REPORTS FROM WORKING GROUPS**

**09.140.01 Local Government Review Working Group**

Nothing to report.

**09.140.02 Melton Ufford Boundary Review**

Nothing to report.

*It was RESOLVED to lift standing orders to allow members of the public to join the discussion.*

**09.140.03 Development of Former Girdlestons Factory**

Paper MPC (09)P140.03 previously circulated was noted and received. Cllr Martin presented the paper on behalf of the New Development Working Group and took the Council through the main points. In the ensuing discussion the following points were highlighted:

- Melton Parish Council's detailed objection to the development was submitted on time on June 3<sup>rd</sup> 2009.
- A local resident asked the Council if they could join with other Parish Councils locally to combine their objections. The council confirmed that other Parish's had been contacted and they had provided their comments back directly to SCDC on this issue.
- Councillor Butterwick and Councillor Brockett confirmed that whilst looking through the Girdlestons file at SCDC planning desk a back dated note alleged not to have been on the file when first inspected by our professional

- SCDC have issued a press release (04/06/2009) confirming that any decision on the Girdlestone application has been put on hold and may now be scheduled for the meeting on 21<sup>st</sup> July 2009.
- For information it was advised that GAG had sent a Preaction Protocol letter to SCDC.
- At the Planning Committee meeting on 18<sup>th</sup> May 2009 it was suggested that the Secretary of State should 'call the application in'. After seeking advice from our representative it is advisable not to take this cause of action due to the cost and time involved.
- As of today (11/06/2009) SCDC had received 314 objections and 2 letters of support in respect of the application.
- SCDC Development Control Sub-Committee held a site visit on Monday 8<sup>th</sup> June 2009. A number of concerns were highlighted and discussed regarding the visit namely:
  - The revised timing of the visit was brought forward to 08.15 which meant members missed seeing the peak traffic c08.45 – 09.00.
  - The Parish Council's professional representative was asked to submit her questions in writing as the Development Control Sub-Committee Chairman would not permit her questions to be answered on site. It was felt that these questions were valid and was to clarify information relating to what was presented at the site visit and not the cross-questioning of the Development Control Members.
  - A copy of SCDC protocol for site visits was referred to and states that 2 representatives should be allowed to attend site visits. Concern was raised over SCDC not following this protocol for this site visit.
  - Melton Parish Councillors discussed whether their concerns about the site visit be directly raised with SCDC. General feeling suggested the need to highlight these issues in a timely manner to SCDC via our professional representative outweighed the view that we were challenging SCDC on too many levels which could dilute the main issue. A resolution suggesting that our professional representative send a letter with these concerns will be included in the summons for the Planning Committee meeting on the 22<sup>nd</sup> June 2009. The Planning Committee will vote on this resolution and all Councillors are welcome to attend.
  - On a final note it was raised by the Chairman of the Council to the GAG representative to advise if all areas of Melton had been made aware of the proposed development to the Girdlestone Site and the subsequent issued arising there from. It was confirmed that 1200 houses had been leafleted and posters had been erected. Councillors advised GAG of areas which had not received communication for them to take up accordingly. This was to ensure that all of Melton's views were able to be taken into consideration.

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

It was noted that 'Care Share' should read as 'Car Share'.

It was noted that Cllr Brockett would attend the LDF & Core Strategy meeting held on 16/06/2009 at 6pm and that Cllr Butterwick would attend the meeting held on 22/06/2009 at 2pm.

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

The Assistant Clerk is to check that the letter regarding Sustainable Communities has been sent.

Power of Well Being Training – Councillors were reminded they should contact the Clerk to confirm which training session they intend to take if they had not already done so. The two dates available are 1<sup>st</sup> July and 8<sup>th</sup> July at 7pm at Shire Hall Market Hill. If any Councillors are unable to attend either of these two sessions then SALC has alternative dates and venues details of which can be obtained from the Parish Office.

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

To note that there have been no resolutions or recommendations made.

**09.144 TO CONSIDER AMENDMENTS TO STANDING ORDERS**

In accordance with S0 80 this matter was adjourned without discussion from the meeting on 28<sup>th</sup> May 2009.

Paper P09.126 previously circulated.

The following amendments were proposed by Cllr Butterwick and seconded by Cllr Barrington.

**09.144.01 SO 42 Council 'shall' at its Annual Meeting appoint standing committees**

**09.144.02 Appendix 1 – Include terms of reference for committees**

To note that:

(a) The Terms of reference for the Finance & Risk Management Committee to include 'raising of funds'

(b) The number of members for the Planning Committee to be six

**09.144.03 SO 1(c) Allow meetings to commence at 6.00 p.m. or 7.00 p.m. without resolution**

**It was RESOLVED** that the amendments detailed above be adopted.

**Proposed by:** Cllr Brockett

**Seconded by:** Cllr Martin

**Vote:** All Councillors in attendance were in favour.

**09.145 CHAIRMAN'S URGENT BUSINESS**

**09.145.01 Finance Report**

Paper MCP(09)P145.01 previously circulated was received and noted. Cllr Dunford advised the Council that a report showing the Council's spending against budget would now be a regular agenda item on each Full Council meeting. Feedback was received asking for the document to be given a clearer layout before being presented at next month's meeting.

An informal meeting of all Chairs of Committees has been agreed for Thursday 25<sup>th</sup> June 2009 at 18:00 to discuss budgets.

**09.146 DATE OF NEXT MEETING**

Parish Council Meeting Thursday 9<sup>th</sup> July 2009 in the Lindos Centre Main Hall commencing at 19:00

There being no further business the meeting closed at 21:00

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

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