



# MELTON PARISH COUNCIL



**MPC(10)M02**

**Minutes** of an ordinary meeting of the Melton Parish Council on Thursday 11<sup>th</sup> February 2010 commencing at 19:00 in The Lindos Centre Main Hall Saddlemakers Lane Melton IP12 1PP.

**Present:**

Cllr Mrs ME Addington

Cllr Mr MN Bond

Cllr Mr PJ Brockett (Chairman)

Cllr Mr GK Butterwick

Cllr Mrs JEJ Eckersley

Cllr Mrs EJG Hilson

Cllr Miss LS Leonard

Cllr Miss KA Martin

**In Attendance:**

Mr MJ Green

[Clerk to Melton Parish Council]

Mr M Graystone

[Resident – until 20:45]

Mr A Fryatt

[SORR – until 20:55]

Mr K Gipp

[SORR – until 20:55]

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

**10.22.01 Cllr Mrs BK Abbott - Medical**

**10.22.02 Cllr Miss EA Barrington - Medical**

**10.22.03 Cllr Mr AG Dunford - Holiday**

**10.22.04 Cllr Mr HM Needham – Holiday**

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

Council considered these apologies and **it was RESOLVED** to accept these apologies and consent to the absences.

**Proposed by:** Cllr Addington

**Seconded by:** Cllr Martin.

**10.22.06 Cllr Mr J Bidwell – attending SCDC meeting**

Council received and noted this apology.

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

**10.23.01 Cllr Mr GK Butterwick – additions to the Register of Interests**

(a) Chairman of East Suffolk Lines Community Rail Partnership

(b) Representative of Melton Parish Council at SORR

The Clerk received the changes to the Register of Interest and undertook to advise the Monitoring Officer of the changes.

**10.23.02 Cllr Mr MN Bond – Declaration of Interest**

Cllr Bond advised the meeting that he was a member of the SCDC Scrutiny Committee and would therefore elect not to take part in the debate on item 35.01 – resolution of no confidence in SCDC as a local planning authority.

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

To note that there have been no written questions received.

**10.25 PUBLIC PARTICIPATION SESSION**

**10.25.01 To receive representations from Councillors who have declared a prejudicial interest**

There were no representations from Councillors as none had declared a prejudicial interest.

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

There were no representations from members of the public in respect of items on the agenda.

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

**10.26 OPEN FORUM FOR MEMBERS OF THE PUBLIC TO TALK TO COUNCILLORS AND TO DISCUSS VILLAGE MATTERS RAISED BY MEMBERS OF THE PUBLIC OR COUNCILLORS**

**10.26.01 Safer Cycle Route to Farlingaye High School**

Concern was expressed by a resident as to any proposed cycle route through Melton aimed primarily for children going to Farlingaye High School that would involve a route not only through the Melton Playing Field but also through private road and be coupled with cycle lanes making incursion into the existing road layouts. It was stated that very few students were observed to be cycling along Melton Road so that the proposed position for a traffic island would be detrimental to the residents opposite whose homes it would be situate and cause additional parking problems near the main gates to the playing field during football matches and charity boot sales. Councillors concurred with a view expressed that the real answer to travel to Farlingaye and Melton Primary was along Woods Lane but that conditions did not currently exist for this to be safely achieved although the County Councillor was avidly pursuing how this could be achieved.

**10.26.02 Save Our Rural Roads [SORR]**

Keith Gibb and Tony Fryatt spoke to council about the work of SORR.

After campaigning on their own for many years about the damage being inflicted on their communities by the ever increasing numbers of heavy lorries eight Suffolk Parish Councils joined forces in 1997 to form SORR. This movement was instigated by Grundisburgh & Culpho Parish Council. Membership has now grown to 15 villages - Clopton, Coddenham, Culpho, Bredfield, Burgh, Charsfield, Debach, Grundisburgh, Hasketon, Hemingstone, Letheringham, Otley, Swiland & Winesham and Wickham Market. Initially much of their work was involved with the warehousing at the Debach Enterprises site and Gressingham Foods many of whose HGV's were using inappropriate side roads. Much of the problems were caused by the district planning function allowing warehouses to be built on disused farm land. Following previous campaigns many operators had transferred their businesses to Bentwaters.

SORR is now engaging with the Bentwaters Master Plan and has been active in expressing their serious concerns about the proposals especially the Transport Assessment of the Environmental Impact Assessment.

There are 360 buildings on the site of which 240 have proposed uses but only 30 currently have planning consent. 90 buildings are listed as warehousing and distribution and involve HGV's. There are currently HGV operators' licences for 48 vehicles and 41 trailers at the site.

At an open meeting on 16<sup>th</sup> January 2010 attended by representatives from Melton Parish Council and the Girdlestone Action Group a course of action was agreed that included asking parish councils to pass a vote of no confidence in SCDC as a planning authority and pursuing a campaign aimed at the Audit Commission Go-East, MP's and MEP's.

Similar problems are being experienced by groups in Beccles and a joint collaboration is likely in the near future.

The chairman warmly thanked the representatives for their update.

**10.26.03 Closure of Woods Lane**

Cllr Abbott had asked that in her absence could the matter of the further closure of Woods Lane during recent spells of adverse weather be considered by the County Councillor. This major road, the only access from the A12 to the peninsular had been closed on 2 or 3 occasions due to accidents caused by the icy conditions.

- 10.26.04 CEL Site**  
 Questions were raised about the car sales and car wash facilities operated from the CEL site. It was agreed that the Planning Committee should consider this matter at their next meeting on 22<sup>nd</sup> February 2010.
- 10.26.05 Footpath – Turnpike Lane**  
 The meeting was advised that the matter of the bad state of the footpath had been raised with SCC and people were encouraged to complain to SCC to encourage more action.
- 10.27 TO RECEIVE THE COUNTY COUNCILLORS REPORT**  
 Paper MPC(10)P27 previously circulated was received and noted.
- 10.28 TO RECEIVE THE DISTRICT COUNCILLORS REPORT**  
 Paper MPC(10)P28 previously circulated was received and noted.  
 Cllr Bond added that he was involved in correspondence with Hopkins Homes regarding the future of the bowling club at Melton Park indicating that the root cause of the problem was due to a badly drawn up Section 106 agreement.

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

- 10.29 TO APPROVE THE MINUTES OF MEETING HELD ON 14<sup>TH</sup> JANUARY 2010**  
 It was **RESOLVED** that minutes MPC(10)M01 previously circulated be received, noted and signed as a correct record by the Chairman.  
*Proposed by:* Cllr Eckersley *Seconded by:* Cllr Hilson
- 10.30 TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND SUB COMMITTEES**
- 10.30.01 Planning Committee 25<sup>th</sup> January 2010**  
 It was **RESOLVED** that minutes PLA(10)M01 previously circulated be received and noted.  
*Proposed by:* Cllr Martin *Seconded by:* Cllr Hilson
- 10.30.02 Finance & Risk Management Committee 1<sup>st</sup> February 2010**  
 It was noted that this meeting was cancelled due to the lack of substantive business to transact.
- 10.30.03 Recreation Committee 8<sup>th</sup> February 2010**
- (a) Pavilion  
 Advice from the architect was that the results of the recent structural survey were, despite certain areas of concern that were brought to light, on the whole positive.
  - (b) BMX Trail  
 Decision deferred awaiting results of further consultation with residents.
  - (c) Circus Tyanna  
 It had been agreed to offer to hire to the circus an area of the playing field for a period of a week commencing 26<sup>th</sup> July 2010 subject to certain conditions.
  - (d) Maintenance Tenders  
 Agreed to award the contract to SCL Ltd  
 It was **RESOLVED** that minutes REC(10)M02 tabled be received and noted.  
*Proposed by:* Cllr Butterwick *Seconded by:* Cllr Martin
- 10.31 TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**
- 10.31.01 Burness Parish Room Management Committee**  
 The Clerk was asked to contact Cllr Dunford to see if following his resignation as a Councillor whether he would be willing to continue to represent the parish council on the management committee.

- 10.31.02 Melton Trust**  
Noted that the new representative of the Melton Parish Council was given credit in the Melton Messenger.  
Cllr Addington advised that there were no meetings of the trust yet scheduled.
- 10.31.03 Safer Neighbourhood Team (SNT) Tasking Group**  
It was noted that Rebecca O'Neill has moved to Felixstowe and that Sergeant Andy Buck now heads up the Woodbridge & District SNT – eMail: [sergeant.andy.buck@suffolk.pnn.police.uk](mailto:sergeant.andy.buck@suffolk.pnn.police.uk)  
Noted that the next Community Panel Meeting is 11<sup>th</sup> February 2010 at Ufford and that because of a late change of date of the next Tasking meeting the Vice Chairman will attend on 18th February 2010.
- 10.31.04 Suffolk Association of Local Councils**  
It was noted that there had been no further meeting of SALC and that the LAIS consultations circulated by SALC would be addressed by the Planning Committee at their next meeting despite it being received late in the consultation period.
- 10.31.05 Transport**  
Paper MPC(10)P31.05 previously circulated was received and noted.  
Cllr Butterwick advised the meeting that the consultation deadline for responses was 19<sup>th</sup> April 2010 and that he would be bringing as assessment of the implication for consideration at the March Full Council meeting.  
Council was also advised that the SCC sponsored bus service 165 [Leiston to Ipswich] is to change in March 2010 but that no information as to its or any future operation has been received. Also that further changes to SCC sponsored services are due to take place by April 2010 with revised services starting in October 2010 but again no information yet received.  
Concern was expressed that Melton Parish Council does not appear to be consulted on possible changes and the Clerk was asked to write to SCC [cc County Councillor] to ensure that council is consulted.  
The issue of the lack of or out of date timetables at bus stops was raised as a concern and the meeting was advised that unless they are requested they will not be provided.  
The Clerk to add this to the letter to SCC.
- 10.32 TO RECEIVE AND CONSIDER REPORTS FROM WORKING GROUPS**
- 10.32.01 New Development [Girdlestones]**  
The Chairman of the planning committee reported on the well attended public meeting held by GAG on 4<sup>th</sup> February 2010 in Melton Primary School at which Cllr Herring and Mr Ridley both attended but did not take part. It is believed that representatives of the developers attended but they did not make themselves known.  
It is understood that members of the SCDC Southern Area Development Sub-Committee were advised that it might be improper to attend but that they would not be prevented from voting at the planning meeting when the latest proposal came before them if they did so.  
At the meeting a presentation had been made, including that of a visual model, on what a proposed joint Girdlestone/CEL/Station development might look like containing business units, market and affordable houses and a realignment of the A1152 at the Melton railway crossing.  
It was confirmed that the Melton Parish Council objection had been submitted by the due date and that the application is thought to be coming before the development control sub-committee on 4<sup>th</sup> March 2010.  
A vote taken at the public meeting indicated unanimous opposition to the current application but also they were impressed by the vision of a sustainable development by the provision of housing outside the flood area.  
Cllr Bond is to meet with the Girdlestone applicant's representative on 12<sup>th</sup> February to encourage them to collaborate with the community and consider the joint vision.

**10.32.02 Pavilion**

Paper MPC(10)P32.02 previously circulated was received and noted.

Cllr Martin reported that as it was considered by the Recreation Committee that there was a positive outcome to the Structural Survey [as required by Full Council Minute MPC(09)09.240.02 (b)] and as no further resolution was required by Full Council and work could now commence on the submission on the following:

- To contact SCDC and discover what drawings and/or information they will need to consider a change of use planning application.
- To commission any drawings needed and make the application.
- To commission the drawings needed to apply for building regulation permission and apply of these.
- To commission detailed specification drawings to be used to send out invitations to tender for the build.

Cllr Martin confirmed that Deben Associates would now progress these matters

Cllr Bond suggested that if there was an issue over accommodation for a short period when the office lease ends and before work on the pavilion is completed then he felt sure that SCDC might be able to afford temporary accommodation

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

The following were highlighted by the Chairman.

**10.33.01 Response to Suffolk Constabulary – Delivering the Policing Pledge**

**10.33.02 LDF Meeting Cancelled – now February 24<sup>th</sup> at Ufford Park.**

**10.33.03 Adastral Park Consultation**

**10.34 TO RECEIVE THE MONTHLY FINANCIAL REPORT**

Paper MPC(10)P34 previously circulated was received and noted.

Cllr Bond asked about the SCDC Sports Group Balances from the Outdoor Playing Space Contribution and was advised that this amounted to approximately £5,300. It is understood that this can be used for sports facilities that are used by anyone.

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

Cllr Bond absented himself from the meeting at 20:25 whilst the following article was being discussed.

**10.35.01 Resolution #10.01 SCDC Proposed by Cllr Butterwick**

Papers MPC(10)P19 and MPC(10)P35.01 previously circulated.

*Proposed that 'Taking account of both specific and general aspects of their performance over recent years, this council has no confidence in Suffolk Coastal District as a local planning authority, and that copies be sent, not only to SCDC, but also to the Audit Commission, Government Office for the East of England, East of England Regional Assembly, and Suffolk Association of Local Councils'*

Cllr Butterwick reminded council that they had discussed many times the failures of SCDC planning function and that there was evidence that central government planning policy is ignored.

Cllr Brockett counselled caution about talking Melton Parish Council along this road for fear of creating difficulties in working relationships with SCDC.

Cllr Martin suggested that if we believe it is right then we should pass the resolution and not worry about working relationships.

Cllr Eckersley added that although there was so much experience in the parish council SCDC do not appear to take any notice of parish councils or action groups.

**It was RESOLVED** that taking account of both specific and general aspects of their performance over recent years, this council has no confidence in Suffolk Coastal District as a local planning authority, and that copies be sent, not only to SCDC, but also to the Audit Commission, Government Office for the East of England, East of England Regional Assembly, and Suffolk Association of Local Councils.

**Proposed by:** Cllr Butterwick                      **Seconded by:** Cllr Martin

**Voting: For:** 5                      **Abstain:** 1                      **Against:** 1

Cllr Bond returned at 20:40

- 10.35.02 Resolution #10.02 SORR Proposed by Cllr Butterwick**  
Proposed that *'This council seeks membership of Save Our Rural Road [SORR]'*.  
**Amendment #1**  
To add the words 'or an organisation with similar aims at a cost of £20 p.a.'  
**It was RESOLVED** that this council seeks membership of Save our Rural Road [SORR] or an organisation with similar aims at a cost of £20 p.a.  
**Proposed by:** Cllr Butterwick      **Seconded by:** Cllr Martin  
The amendment having been passed the original motion falls.
- 10.36 TO RECEIVE A PROGRESS REPORT ON ACTIONS TAKEN ON MATTERS ARISING FROM PREVIOUS MEETINGS NOT OTHERWISE ON THE AGENDA**  
Paper MPC(10)P36 previously circulated was received and noted.
- 10.36.01 Melton Messenger Front Cover**  
Whilst the additional reference to Melton Parish Council on the front cover was welcomed a slightly different forms of words such as 'incorporating Melton Parish Council News' was felt more appropriate. Cllrs Addington & Eckersley agreed to take this matter to the magazine editorial committee.
- 10.37 SUPPORT FOR LOCAL IMPROVEMENTS**  
Council considered the list of projects suitable for external funding if and when finance available.  
From the various suggestions made the following list was compiled:
- Grit Bins
  - Replacement pillars for the playing field car park gates
  - Tree works to the Playing Field and Burkes Wood as a result of snow damage
  - Public footpath leading from Hackney Terrace into the woods alongside Turnpike House
  - Eradicating the chafer bug from Melton Playing Field
  - Rebuilding the main gates to the playing field
  - Architects fees/Planning & Building Regulations fees for the pavilion project
  - Financial support to the Melton Under 5's Pre-school
  - Additional play equipment
  - Cycle routes
  - Solar powered flashing 'keep to 30 mph' signs on Melton Road or Yarmouth Road or Woods Lane
  - Village Plan action – new & relocated 'Welcome to Melton' signs
  - Extension of 30 mph limit on Saddlemakers Lane to 'The Retreat'
  - Melton Primary School – refurbishment of classroom
- Due to the concerns in the past from Suffolk Police about ensuring that open spaces are protected from access to travellers it was agreed that the most urgent of parish council needs was the rebuilding of the pillars of the playing field car park gates.  
The Clerk to put the work in hand and consult with Cllr Bond when the costing is known.
- 10.38 TO INVITE COUNCILLORS TO JOIN AN AFFORDABLE HOUSING WORKING GROUP**  
The Planning Committee resolved to set up a working group to commence discussions with the relevant bodies to identify the level of need for affordable housing together with potential sites at which it might be provided in accordance with the Village Plan Action Item 6.6.3.  
As there were no councillors willing to volunteer to join the working group the matter was deferred to the March meeting of full council.
- 10.39 TO CONSIDER A RECOMMENDATION FROM RECREATION COMMITTEE REGARDING THE PROVISION OF A BMX TRAIL ON MELTON PLAYING FIELD**  
The Chairman of the Recreation Committee reported that although the matter was fully discussed the committee was not ready to come to a decision. This matter was therefore deferred to the next meeting of the Recreation Committee to enable further feedback from residents from the article in the Melton Messenger to be received.

**10.40 TO CONSIDER RECOMMENDATION FROM RECREATION COMMITTEE REGARDING HIRE OF PLAYING FIELD TO CIRCUS TYANNA.**

That Chairman of Recreation Committee reported that a copy of model agreements used by Gt Cornard PC had been considered and that SCDC had confirmed that there would be nothing to prevent the circus from a licensing or planning perspective. A response from SCDC environmental officer was also received expressing a positive view provided the circus was registered under the Performing Animals [Regulation] Act 1925.

**It was RESOLVED** that Circus Tyanna be allowed to hire the field week commencing 26<sup>th</sup> July 2010 subject to a hire fee of £100 and a refundable deposit of £500.

**Proposed by:** Cllr Eckersley **Seconded by:** Cllr Martin.

Voting: **For:** 6 **Abstain:** 2

**10.41 LOCAL GOVERNMENT REVIEW**

Paper MPC(10P)41 previously circulated was received and noted.

**10.42 CASUAL VACANCY FOR PARISH COUNCILLOR**

The Clerk reported that the deadline for claiming an election by 10 residents was Thursday 18<sup>th</sup> February 2010 and should an election not be claimed then council must co-opt at their next full council meeting.

**10.43 CHAIRMAN'S URGENT BUSINESS**

**10.43.01 Assistant Clerk**

It was reported that the pattern of work adopted by the Assistant Clerk is to work with the clerk on a Tuesday morning and then on her own on a Friday Morning. CiLCA training was booked for March and therefore she would be effectively missing for the whole of March.

The committee that she will look after will be the Recreation Committee and her first project will be to prepare a management plan for Burkes Wood. The process will be agreed at the next meeting of Recreation Committee with a target date for the production of a discussion paper to be September 2010.

**10.43.02 Holidays and Office Closure**

It was noted that in accordance with agreed practice Staff holidays have been agreed by the chairman of the Employment Committee and as a result the office will now be closed on Thursday 18<sup>th</sup> February 2010.

**10.43.03 Notice Boards**

Due to the incapacity of Cllr Abbott and the forthcoming holiday of Cllr Martin volunteers are needed to maintain the notice boards in Melton Park and Melton Road. Offers of help to the Clerk.

**10.44 DATE OF NEXT MEETINGS**

Thursday 11<sup>th</sup> March 2010 in the Lindos Centre Main Hall commencing at 19:00

There being no further business the meeting closed at 21:30

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

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