



## RECREATION COMMITTEE

**Minutes** of a meeting of the Parish Council Recreation Committee on Monday 28<sup>th</sup> September 2009 commencing at 19:00 in The Lindos Centre Conference Room Saddlemakers Lane Melton IP12 1PP.

**Present:**

Cllr Miss EA Barrington  
Cllr Mr GK Butterwick

Cllr Mrs JEJ Eckersley [Chairman]  
Cllr Miss KS Martin

**In Attendance:**

Cllr Mrs BK Abbott  
Mr MJ Green

Clerk to Melton Parish Council

**09.52 TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE**

**09.52.01 Cllr Mrs EJG Hilson - Holiday**

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

**Proposed by:** Cllr Eckersley

**Seconded by:** Cllr Martin

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

There were no declarations of interest or additions to the register

**09.54 PUBLIC PARTICIPATION SESSION**

**09.54.01 To receive representations from Councillors who have declared a prejudicial interest under item 09.53**

There were no representations.

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

There were no representations.

As there were no members of the public present it was not necessary to lift standing orders

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

There were no items raised.

**09.56 TO APPROVE THE MINUTES OF MEETING HELD ON 29<sup>TH</sup> JULY 2009**

It was **RESOLVED** that minutes REC(09)M3 of the meeting held on 29<sup>th</sup> July 2009 previously circulated be received and signed as a correct record by the Chairman.

**Proposed by:** Cllr Barrington

**Seconded by:** Cllr Martin.

**09.57 TO CONSIDER PROGRESS ON NEW AND CLAIMED FOOTPATHS**

No further progress had been made but it was agreed that the Clerk should arrange a meeting between the recreation committee and the appropriate officers at SCC and SCDC to discuss ways of fast tracking the claiming of footpaths.

**09.58 TO RECEIVE A REPORT FROM THE CLERK ON PROGRESS MADE ON OUTSTANDING ISSUES AFFECTING THE RECREATION COMMITTEE**

Paper REC(09)P58 previously circulated was received and noted.

It was noted that the matter of documentation for tree preservation orders and associated works was now being progressed by the Planning Committee as they had assumed responsibility for TPO's from the Recreation Committee

**09.59 TO CONSIDER IMPROVED FACILITIES IN THE PAVILION**

**09.59.01 To propose to the Finance & Risk Management Committee that council seeks a loan of up to £50,000 to cover the cost of the refurbishment of the pavilion**

A copy of the letter from SCDC Planning Officers to D Poole in response to his questions regarding planning consent for the proposed refurbishment was tabled.

The response was a positive one suggesting that SCDC would support the proposal and that planning consent might not be required as it may fall into the category of 'permitted development'.

The meeting was advised that it might be possible to obtain a grant from the county council locality budget through Cllr Bond towards the cost of preparing plans and submitting the application for planning approval. The likely cost of this work would be circa £5k.

Cllr Martin agreed to prepare a business case for submission to Cllr Bond.

A detailed discussion followed into the benefits to the community of refurbishing the pavilion to provide meeting space which was considered to be at a premium in Melton. Also, by making full long term use of the council's major asset thereby reducing the demands on the budget to cover the cost of office accommodation and meeting space.

**It was RESOLVED** to recommend to Full Council that the Pavilion Complex be refurbished.

**Proposed by:** Cllr Barrington **Seconded by:** Cllr Butterwick

Cllrs Barrington, Butterwick and Martin agreed to prepare a paper to support this proposal when it is considered by Full Council in November.

The meeting discussed the possibility of obtaining a loan from the PWLB to cover the cost of the refurbishment with the repayments being made from rental income and savings by not leasing office accommodation and hiring meeting space.

Initial consideration of the work suggests that the likely cost will be in the region of £60,000 not £50,000.

Following discussion the following amendment to the proposal was put:

Replace £50,000 with £60,000.

**Proposed by:** Cllr Barrington **Seconded by:** Cllr Butterwick

**It was RESOLVED** to request the Finance & Risk Management Committee to seek a loan of up to £60,000 for the refurbishment of the Pavilion.

The amendment having been carried the original proposal falls.

**09.59.02 To consider the report of the Property Preservation Specialists into the Dry Rot in the Pavilion**

Paper REC(09)P59.02 previously circulated was received and noted.

**09.59.03 To consider repairing the damage caused by the rot in the Pavilion**

Copy of letter estimating works to be around £300 plus VAT previously circulated was received and noted.

Committee discussed the remedial work but decided that with the move towards total refurbishment it was not prudent to expend too much on making good the repairs.

**It was RESOLVED** to engage SBPM to carry out a simple repair by blocking up the hole with hardboard and painting.

**Proposed by:** Cllr Barrington **Seconded by:** Cllr Martin

**09.59.04 To consider undertaking remedial treatment to eradicate the active infestation by the Common Furniture Beetle in the two storerooms in the Pavilion**

Copy of estimate for £175 plus VAT was received and noted.

Committee discussed the remedial treatment but as this was in the annex that would ultimately be demolished **it was RESOLVED** not to carry out any work at this stage.

**Proposed by:** Cllr Barrington **Seconded by:** Cllr Martin

**09.60 TO CONSIDER AND AGREE THE RECREATION COMMITTEE BUDGET SUBMISSION TO THE FINANCE COMMITTEE FOR THE FINANCIAL YEAR 2010/11**

Paper REC(09)P60 previously circulated was received and noted.

Committee carefully considered all aspects of the budget under their control and noted that any loan payment would be budgeted for by the Finance & risk Management Committee and did not form part of the Recreation Committee submission.

Concerns were expressed about the lack of a budget provision for dog waste, grit and litter bins but it was agreed that should requests be received during the year then funding would be requested from the county council locality budget.

**It was RESOLVED** to submit the budget request of £15,770 to the Finance & Risk Management Committee for inclusion in the parish council budget for the year 2010/2011

**Proposed by:** Cllr Eckersley      **Seconded by:** Cllr Butterwick

**09.61 TO CONSIDER SEEKING TENDERS FOR THE MAINTENANCE CONTRACT FOR THE YEAR COMMENCING 1<sup>ST</sup> APRIL 2010**

Cllr Barrington had previously circulated a paper on this matter that was received and noted.

In summary the paper recommended:

- (a) Formal written contracts should be provided for all the works under the control of the recreation committee
- (b) Separate green space contract
- (c) Separate building and general maintenance contract
- (d) Management of contractors by Clerk to Melton Parish Council
- (e) List of works included in paper to be extended by the addition of the footpath lighting and maintenance
- (f) Tender requests for the year commencing 1<sup>st</sup> April 2010 to be prepared by Cllr Barrington and the clerk

**It was RESOLVED** to adopt the principles outlined above and to seek tenders for the work for the year commencing 1<sup>st</sup> April 2010.

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

**09.62 TO RECEIVE THE OUTDOOR PLAYING SPACE CONTRIBUTIONS STATEMENT AS AT 01/04/09**

Copy of letter from SCDC previously circulated was received and noted.

The clerk was asked to investigate what uses the Sports Group Balances could be used for.

**09.63 TO RECEIVE THE ½ YEARLY PLAY AREA SAFETY INSPECTION REPORT**

Paper REC(09)P63 previously circulated was received and noted.

Committee was pleased to note that the equipment is a good condition and met the appropriate safety requirements.

**09.64 TO CONSIDER MANAGEMENT PLAN FOR BURKES WOOD**

No further action was reported but Cllr Martin agreed to investigate the possibility of funding from Suffolk Coasts and Heaths to assist in this process.

**09.65 COMMITTEE CHAIRMAN'S URGENT BUSINESS**

**09.65.01 Skateboard Park**

Councillors read with interest comments from Woodbridge SNT about the possibility of a park on Melton Playing Field. No action would be taken until further contact from SNT.

**09.66 DATE OF NEXT MEETING**

Monday 4<sup>th</sup> January 2010 at 19:00 in the Lindos Centre Conference Room

There being no further business the meeting closed at 21:10

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

[Chairman]