

**MICKFIELD PARISH COUNCIL MEETING**  
**Minutes of Meeting held at Mickfield Village Hall on 4 April 2011**

Present: Cllr Bridges, Cllr Heyhoe (Chairman), Cllr Lynk (Vice Chairman), Cllr Snell and Cllr Spinner.

**Also present :** Mrs A Thompson (Clerk), A Stringer, C Tilbury, Mrs S Blackmore.

**Meeting Opened 20.00**

**1. Apologies for absence :** Cllr Farr and Cllr Turner.

**Declarations of interest:** None

**2. Approval of the minutes of the meeting of Mickfield Parish Council held on 28 February 2010.**

The minutes were agreed as a true & accurate record of the meeting & duly signed by the Chairman.

**Meeting Opened to the Public 20.01**

Sally Blackmore listed a number of issues she wished to raise, namely the speed limit through the village; notification of the Agenda and to provide an update on Silver Leaf.

**Meeting Closed to the Public 20.04**

**3. Reports**

**3.1 Police Report**

No representative was present at the meeting, nor report received.

**3.2 County Councillor's Report**

Cty Cllr Andrew Stringer gave his report to the meeting a copy of which is attached to these Minutes.

**3.3 District Councillor's Report**

Cllr Charles Tilbury gave his report to the meeting a copy of which is attached to these Minutes.

**4. Action Points/matters arising from those minutes**

<b>Summary of Action Points arising at Last Meeting</b>		
08.04.10.- .11	Provision of bike path to be discussed in February/March 2011	Complete
19.05.10.- 10	Prepare list of work and costings re bike path	Complete
13.12.10 - 02	Prepare list of actions and costings relating to an application to the Land Registry for voluntary registration of Parish Council land.	AT c/fwd

**Action Point: 08.04.10 – 11 & 19.05.11 – 10**

Cllr Spinner confirmed that the clearance work has been completed, and that using some of the earth generated by the works, a 'start' had been made on the bike track. The Councillors acknowledged the time and effort put into the project by Cllr Spinner and thanked her for all her endeavours.

It was proposed that signage should be placed on the entrance to the meadow warning of the uneven surface, advising that all activities carried out are at the owners risk and that all equipment used must be of good quality and safety helmets worn. Laminated red and white signs costing about £15.00 each were suggested and it was agreed that Cllr Spinner would order these.

**Action point 04.04.11 – 01**

There was discussion as to the best way to separate the bike path from the rest of the meadow for the protection of smaller children. It was agreed that wooden stakes with woven branches would provide a satisfactory barrier. In addition, following the clearance, it has been noted that the Church fence along the boundary with the meadow stops some 6’ short of a moat containing 4’ of water. The Clerk is to write to the Anglia Church Trust asking that the fence be extended to ensure that users of the meadow are safe.

**Action point 04.04.11 -02**

Cllr Spinner confirmed that Mark Wassell is to attend the next Parish Council meeting to discuss the long term plan for the meadow.

**5. Planning**

**Planning Application 3662.10** for the erection of a 3 bay detached garage with playroom over at Brook Farmhouse Debenham Road Mickfield has been refused.

**6. Clerks Report**

**Financial Update**

**Bank Balances:**

Treasurer’s Cheque Account: £348.74

Business Instant Access Account: £9,223.12

**Payments to be made:**

Date Rcvd	Payee	Purchase/Service	Amount (£)	VAT/IPT	Total (£)	Agreed/ Declined	Chq No. (& ref)
04 Apr 2011	Anglia Church Fund	Mickfield Messenger	£36.00		36.00	Agreed	000337
04 Apr 2011	A Thompson	Clerks salary	£77.65		£78.65	Agreed	000338
04 Apr 2011	Mark Wassell	Meadow Clearance	£1,405.00		£1,405.00	Agreed	000339
		<b>Total</b>	<b>£1,519.65</b>		<b>£1,519.65</b>		

- The Clerk confirmed registration of the Parish Council as a new employer with HMRC.
- A letter has been received from the Debenham Resource Centre asking for a financial commitment towards its upkeep, should responsibility for the Centre be divested. Agreeing that the Parish Council would revisit this once it was known whether or not the Centre will be divested. The Clerk will respond to Debenham Parish Council accordingly.

**Action point 04.04.11 – 03**

- The Anglian Church Trust has invoiced the Parish Council for 6 editions of the Mickfield Messenger. It was agreed to pay this but with the intention that the Parish Council submit regular contributions to the publication with a view to reaching a wider audience within the village and maybe provoke a greater interest in the Parish Council and village matters in general. The Clerk in sending the cheque will make this point.

**Action point 04.04.11 – 04**

- Local Council Accounts and Audit Regulations and Data Transparency. The Chairman confirmed that all Parish Councillors had read and noted the contents of these recent circulars from SALC.

## 7. Correspondence

- An e-mail has been received concerning a meeting in Hoxne on 5 April 2011 concerning the imminent closure of the Brome recycling centre, although the time and venue were not mentioned. District Cllr Tilbury indicated that he was to attend the meeting, and would feedback details of the meeting to the Clerk for distribution. District Cllr Tilbury later e-mailed to say that he would be unable to attend the meeting.
- The annual 'Don't be a Tossler' campaign is underway. The Parish Council are happy for the posters to be displayed, not feeling that the same cause offense.
- The Parish Council do not want to enter the 'Village of the Year' competition

## 8. AOB

Sally Blackmore raised the various issues noted at the start of the meeting. It was agreed to discuss the publication of the Agenda at the next Parish Council meeting to see how a larger audience can be reached.

**Action point 04.04.11 - 05**

**9. Next meeting date was confirmed as Monday 16 May, 2011 at 8pm.**

**MEETING CLOSED 22.25**

<b>Summary of Action Points for Next Meeting</b>		
13.12.10 02	- Prepare list of actions and costings relating to an application to the Land Registry for voluntary registration of Parish Council land.	AT c/fwd
04.04.11 01	- Signage for the Meadow to be costed	CS
04.04.11 02	- The Church is to be asked to make good it's fence along the boundary with the Meadow	AT
04.04.11 03	- Write to Debenham Parish Council in response to letter re the Resource Centre	AT
04.04.11 04	- Write to Anglia Church Fund indicating that the Parish Council wish to make regular contributions to the Mickfield Messenger	AT
04.04.11 05	- Discuss the publication of the Agenda	