

MICKFIELD PARISH COUNCIL

Minutes of Annual Meeting held at Mickfield Village Hall on 17 October 2011

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

Also present : Mrs A Thompson (Clerk), Mr A Stringer, Mr C Tilbury, PCSO C Neil

Meeting Opened 20.02

1. Apologies for absence : Cllr Green
Declarations of interest: None

2. Meeting Opened to the Public 20.06

There were no declarations of interest expressed.

Meeting Closed to the Public 20.07

3. Approval of the minutes of the Annual Meeting of Mickfield Parish Council held on 5 September 2011.

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

Meeting Opened to the Public 20.10

4. Reports

4.1 Police Report

A representative from the Police was present at the meeting, to introduce PCSO Chris Neil as Andy Pursehouse's replacement. No formal report was delivered, although reference was made to one reported crime in the Village concerning the theft of logs.

4.2 County Councillor's Report

Cllr Stringer was present at the meeting and delivered his report to the meeting, a copy of which is attached to these Minutes.

4.3 District Councillor's Report

Cllr Tilbury was present at the meeting and the Chairman read his report to the meeting, a copy of which is attached to these Minutes.

Meeting Closed to the Public 20.25

5. Action Points/matters arising from those minutes

Summary of Action Points arising from Last Meeting		
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.	Complete
04.04.11 02	The Church is to be asked to make good its fence along the boundary with the Meadow.	Complete
05.09.11 01	Obtain 3 estimates in respect of the toilet area in the Village Centre	Complete

13.12.10 – 02 The Clerk confirmed the information required by the Land Registry to support an application for the voluntary registration of land. The title deeds to part of the land owned by the Parish Council cannot be traced and it is considered prudent to seek voluntary registration. The Clerk will telephone Mike Birch, a former chairman of the Parish Council to see whether he has sufficient recall of the circumstances surrounding the gift to the

Parish Council from the Turner family in the early 1980's to provide the requisite statutory declaration for Land Registry purposes. **Action Point 17.10.11 - 01**

04.04.11 - 02 Following receipt of the Clerk's letter regarding the fence around the Churchyard the Chairman has spoken with David Tydeman, the Chairman of the Parochial Church Council, who has confirmed that the PCC want the Parish Council to assume responsibility for the maintenance and repair of the Churchyard. Having looked at the provisions of the Local Government Act 1972, there would appear to be a distinction between 'closed' cemeteries and ones where burials are still taking place. The Clerk is to write to David Tydeman to seek clarification on several matters including responsibility for insurance and the extent to which the Parish Council might be liable for loss or damage occurring, and to pursue SALC for clearer guidance as to the extent to which the PCC can require the Parish Council to assume this responsibility. **Action Point 17.10.11 - 02**

6. Planning

6.1 Planning Applications: None

6.2 Planning Decisions: None

6.3 Other Planning Issues: None

7. Clerks Report

7.1 Financial Update

Bank Balances:

Treasurer's Cheque Account: £227.79

Business Instant Access Account: £10,256.74

7.2 Payments to be made:

Date Rcvd	Payee	Purchase/Service	Amount (£)	VAT/IPT	Total (£)	Agreed/ Declined	Chq No. (& ref)
17.10.11	Suffolk Acre	Insurance	278.33	14.21	292.54	Agreed	000350 (11.12 - 11)
17.10.11	HMRC	PAYE	15.33		15.33	Agreed	000351 (11.12 - 12)
17.10.11	Mrs A Thompson	Clerk's salary and expenses	74.59		74.59	Agreed	000352 (11.12 - 13)
		Total	368.25	14.21	382.46		

7.3 The Clerk confirmed receipt of an email from MSDC confirming that no fee will be charged for the RoSPA reports this year as the issue of the same was seriously delayed. As we have already paid for the report, our fee will now be refunded.

7.4 The summer barbeque this year did not raise large amounts of money for the Village Hall funds, and so consideration needs to be given as to whether a similar event should be held next year, and if so, its format. This will be discussed at the next meeting.

7.5 The proposed bike track is now overgrown and not used by the children, and so consideration was given as to possible uses for this area. One suggestion was for the establishment of a community orchard using apple and pear species native to Suffolk. C Cllr Stringer suggested that there were organisations that would provide trees for free and Cllr Turner suggested that students from Otley College might be willing to assist with the project. The Clerk will write to Otley College and the proposal will be put in the forthcoming Mickfield

Messenger asking for feedback from Villagers, with an assumption that the same is supported in the event no feedback is received. **Action Point 17.10.11 - 03**

8. Correspondence

8.1 Queen's Diamond Jubilee

The Clerk confirmed receipt of a letter concerning the proposal to light beacons across the Country next June to mark the Queen's Diamond Jubilee. It was agreed to defer discussion of this issue until the next meeting as Cllr Green was absent and it could be that a Village event instead of the summer barbeque or something different could be held to mark the Diamond Jubilee.

8.2 Grass Cutting

The Clerk has received promotional material relating to grounds maintenance which raised the issue of the current contractors and the fact that they have consistently failed to cut the meadow up to the boundaries notwithstanding complaints by the Parish Council. This issue will be placed on the Agenda for the next meeting.

9. AOB & Meeting opened to the public

9.1 The Village Hall committee have paid for the repairs to the toilets at the Village Centre but will put in a request to the Parish Council for a payment under S137. This will be discussed at the next meeting.

9.2 The Chairman has received a note from a Villager concerning the placing of the minutes on the Village noticeboard, which has not been happening lately. The Clerk confirmed that she would ensure that this is now effected.

9.3 It was remarked that the contractors who undertook the meadow clearance in the summer have not yet returned to spray the blackthorn as promised. Cllr Spinner is to contact them as a reminder.

9.4 Following the repair works to the Village Centre a litter bin has been removed and requires replacement. The Clerk is to provide costings for a new litter bin which it is suggested should be mounted on the same post as the dog bin in the meadow. **Action Point 17.10.11 - 04**

10. Next meeting date was confirmed as Monday 5 December 2011 at 8 pm.

MEETING CLOSED 21.40

Summary of Action Points for Next Meeting		
17.10.11 - 01	Contact Mike Birch regarding information for a statutory declaration in support of an application to the Land Registry to register title to Parish Council land	AT
17.10.11 - 02	Write to Stonham Aspal PCC regarding the proposal that the Parish Council assume responsibility for the maintenance of the Churchyard	AT
17.10.11 - 03	Write to Otley College regarding student assistance for the proposed community orchard	AT
17.10.11 - 04	Costings for a new litter bin	AT