

# MICKFIELD PARISH COUNCIL

## Minutes of Annual Meeting held at Mickfield Village Hall on 6 June 2011

**Present:** Cllr Bridges, Cllr Heyhoe , Cllr Latham, Cllr Lynk , Cllr Spinner and Cllr Turner

**Also present :** Mrs A Thompson (Clerk), Mr A Stringer, Mr C Tilbury, PCSO C Wayman and Mr P Davies.

### Meeting Opened 20.00

**1. Apologies for absence :** Cllr King

**Declarations of interest:** None

### 2. Approval of the minutes of the Annual Meeting of Mickfield Parish Council held on 16 May 2011.

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

### Meeting Opened to the Public 20.04

There were no declarations of interest expressed.

### Meeting Closed to the Public 20.05

## 3. Reports

### 3.1 Police Report

PCSO C Wayman was present at the meeting, and delivered the Police report a copy of which is attached to these Minutes.

### 3.2 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.

### 3.3 District Councillor's Report

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

## 4. 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.	AT c/fwd
04.04.11 - 02	The Church is to be asked to make good it's fence along the boundary with the Meadow	AT
16.05.11 - 01	Confirm to Martin Staples that he has the Grass Cutting contract	Complete
16.05.11 - 02	Set Up Village Website	Complete

### Action Point: 04.04.11 – 02

The Clerk confirmed that she had contacted Mark Wright on this issue who, in turn, had indicated that this was a matter for Stonham PCC and had suggested that she contact Revd Tim Hall. The Clerk had spoken with him at the telephone and was awaiting a response.

### Action Point 16.05.11 – 01

CLlr Turner has set up the basis for a village website, the domain name for which is [www.mickfieldvillage.co.uk](http://www.mickfieldvillage.co.uk). She is to add contact details for each of the Parish Councillors and publish the Agendas for forthcoming Parish Council meetings as well as the minutes of those meetings, once approved. It was also agreed to post the dates of the next 3 Parish Council meetings in the spirit of reaching a wider audience.

## 5. Planning

**5.1 Planning Applications:** None

**5.2 Planning Decisions:** None

**5.3 Other Planning Issues:** None

## 6. Clerks Report

### Financial Update

#### Bank Balances:

Treasurer's Cheque Account: £192.79

Business Instant Access Account: £9,239.36

#### Payments to be made:

Date Rcvd	Payee	Purchase/Service	Amount (£)	VAT/IPT	Total (£)	Agreed/ Declined	Chq No. (& ref)
06.06.11	Mrs D Lynk	Keys for Meadow (Gen Admin)	26.00		26.00	Agreed	000344 (11.12 - 05)
06.06.11	A Thompson	Salary & Exp. (Gen Admin)	183.04		183.04	Agreed	000345 (11.12 - 06)
06.06.11	HMRC	PAYE (Gen Admin)	38.20		38.20	Agreed	000346 (11.12 - 07)
		<b>TOTAL</b>	<b>247.24</b>		<b>247.24</b>		

**6.1** Eric Cousins has completed the Internal Audit, and the thanks of the Parish Council were expressed for his assistance for which he renders no charge.

## 7. Correspondence

**7.1** An email has been received from MSDC asking whether it was felt necessary to conduct a Housing Needs Survey in the Village. It was decided that this was not required at the present time.

## 8. AOB & Meeting opened to the public

### Meeting opened to the public at 20.20

**8.1** The Chairman, on behalf of the Parish Council, thanked CLlr Heyhoe for all his years of service to the Parish Council as Chairman, and welcomed CLlr Latham onto the Parish Council

**8.2** The Chairman has had 2 keys cut for the padlock to the meadow, and has given one to the grass contractor and one to the bottle bank operators.

**8.3** Reference was made to the fact that some children/young people have been seen climbing on the storage container and bottle bank as a means of accessing the roof of the Village Centre. Such activity is extremely dangerous, and it was agreed that a warning should be placed in the Mickfield Messenger/Six Village Magazine

**8.4** Cllr Heyhoe has been approached by Martin Baker of Sampson Blinds whose company is interested in taking occupation of the former Mickfield Fish Centre. He has approached MSDC, who have asked him to procure some feedback to his proposals from the Village. His business has 15 employees. Whilst this would provide a use for an otherwise redundant site which is currently something of an eyesore and possible employment for villagers, concerns were expressed about the increase in traffic flow through the Village. Any feedback should include reference to the fact that the site may contain asbestos, something Mr Baker may want to take into consideration. The Clerk will revert to Mr Baker confirming that the Parish Council have no real objections in principle save for increased traffic volume. **Action Point 06.06.11 - 01**

**8.5** Martin Staples has started cutting the grass, but has not really cut the perimeter. The Clerk is to write to him to ask that the perimeter is included next time. **Action Point 06.06.11 - 02**

**8.6** There was discussion as to whether the annual Barbeque was to be held. It was concluded that it would not be possible to organise such an event in time for July, and so it was agreed to arrange it for 3 September next, the weekend before the children go back to school. It was agreed to have a meeting at 8.00pm on 04.07.11 to discuss the event.

**Meeting closed to public 20.32**

**9. Next meeting date was confirmed as Monday 5 September, 2011 at 8pm.**

**MEETING CLOSED 20.36**

<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 02	- The Church is to be asked to make good it's fence along the boundary with the Meadow.	AT
06.06.11 01	- Revert to Martin Baker of Sampson Blinds with feedback on his proposals for the former Fish Centre.	AT
06.06.11 02	- Ask the grass cutting contractor to include the perimeter in his cutting, not just the centre.	AT