

LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on Wednesday 27 February 2013 in the Village Hall

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| Present: | Louise Allen - Vice Chairman (LA) John Curran (JDC) Jane Cryer - Clerk (JC) Lesley Garnett (LG) Ron Gunn (RG) Steve Laing (SL) David Pratt (DP) Michael Woods - Chairman (MW) |
| In attendance: | Amanda Coleman, PCSO (AC) |
| Apologies: | Sue Wigglesworth, Babergh DC (SW) David Yorke-Edwards, Suffolk CC (DYE) |

13.2.1 APOLOGIES

See above.

13.2.2 DECLARATIONS OF INTEREST

None.

13.2.3 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

13.2.3.1 District Council report

No report had been submitted.

13.2.3.2 County Council report

No report had been submitted.

13.2.3.3 Police report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. AC said that the recent burglaries in and around the village had all involved properties hidden from the road; where jewellery had been stolen, the burglars had also taken pillowcases in which to transport it. There had also been several instances in the area of vehicle number plates being stolen.

AC said she was keen to organise a security event in Layham, where people could ask for advice on how to make their properties more secure. MW suggested that two events should be held, one in Lower and one in Upper Layham. It was agreed that the best location in Upper Layham would be at the main entrance into Brett Green and that this should take place during the daytime - AC would contact JC when a date had been agreed; JC would send out a community email. It was agreed that it would be sensible to hold a second event in Lower Layham in the summer; this would be in the evening, allowing those who worked to attend.

With regard to the Marquis of Cornwallis, AC said Babergh's Planning Officer was of the opinion that the property had been priced above market value, and the Council was unlikely to grant change of use.

13.2.4 MINUTES OF PREVIOUS MEETING

It was proposed by RG, seconded by LG and agreed unanimously that the minutes of the meeting held on Wednesday 30 January 2013 should be accepted as an accurate record, and signed accordingly.

13.2.5 ACTIONS FROM THE PREVIOUS MEETING

13.2.5.1 Noticeboard on Brett Green

JC had sent a thank-you card to Brian Strutt.

13.2.5.2 Textile recycling

LG confirmed that Babergh was arranging delivery of a large 'satellite' textile bin to be located in the Queen's Head car park and would notify SL when this was on the way. JC would email the community email group when this was in place and ask them to spread the word.

13.2.5.3 Locality budget

MW said that, following advice from Suffolk CC, he had contacted the Ramblers' Association to ascertain whether or not the new 'kissing gates' needed to comply with British Standards. He had discovered that there was no BS regulation governing such installations, and that the Ramblers' Association would be happy with any gates that improved access for all. JC would send the estimates for the gates and their installation to DYE.

Noticeboard: LG had carried out further research and said that most noticeboards were now lockable. Following a discussion LA said she would approach Bob Barbiaux, who had offered some time ago to make a new noticeboard for the PC.

13.2.5.4 Speeding

JC would remind Suffolk CC's Highways department of her request for speeding surveys in Upper Layham, either side of the bend where the 30mph sign was situated, and also in Lower Layham on Stoke Road, from Turner's Cottage to just beyond Cobbler's Corner.

13.2.5.5 Grit bins

It had been agreed to retain the new grit bin and locate it at the junction of Mill Lane and Watermill Close - JC had asked Suffolk CC to confirm that they were happy with the location and was awaiting a response.

13.2.5.6 Marquis Of Cornwallis

JC had asked for an update (*see minute 13.2.3.3, above*); she would follow up with Babergh.

13.2.5.7 Rough ground in front of 7 & 8 Upper Street

MW had spoken to James Mosely, who had offered to buy the piece of land; however, Suffolk CC, whilst unwilling to maintain it, did not wish to sell it. When the work currently being carried out had been completed, Mr Mosely would take up the matter again with SCC.

13.2.5.8 Ownership of the Playing Field

This item was deferred to the March meeting.

13.2.5.9 Telephone boxes

It was agreed that maintenance work should start as soon as possible to avoid further deterioration. It was agreed to start with the box near the Queen's Head, with a view to using it as an information centre. MW proposed that a working party should be formed; his proposal was seconded by LA and agreed unanimously. SL agreed to take this forward.

13.2.5.10 Social Club

An advertisement would appear in the March HCN and JC would send a community email - she would also ask the Village Hall Committee to invoice the Parish Council for two sessions, as agreed.

13.2.5.11 Annual Spring Clean

This would take place on Saturday 9 March, meeting at 10am at the Playing Field. LG had put up posters around the village. She said that there was a shortage of available equipment from Suffolk CC and proposed that the PC should purchase six litter pickers at £2.95 each - this was seconded by LA and agreed unanimously.

13.2.5.12 Neighbourhood Watch

JC had made contact with the new Coordinator, Joanna Moore, who had offered to attend a PC meeting. It was agreed that JC would invite her to the next meeting, on 27 March - she would also invite Brian Smith, Dusty Miller and David Stokes.

13.2.5.13 New councillor training

JDC would liaise with JC to confirm dates.

13.2.5.14 Annual Parish Meeting

This would take place on Wednesday 24 April and would be publicised in the April HCN. MW would give a presentation on the history surrounding the names on the War Memorial. He asked councillors to each give a report on their individual responsibilities - LA agreed to report on National Grid issues. It was agreed to offer a glass of wine or a soft drink after the meeting.

13.2.5.15 Community owl nesting box

Suffolk Wildlife Trust had confirmed that they would provide a free nesting box to be located on community land. However, due to the high demand this would be dealt with during the summer, with a view to the box being in place by the end of the year.

13.2.6 FINANCIAL MATTERS

13.2.6.1 RFO's Report

Orders for payment of £763.48 were authorised. It was proposed by LA, seconded by JDC and agreed unanimously that the accounts should be accepted and payments authorised. All invoices for water supplied to the allotments had been paid, with the exception of one; JC would send a reminder. JC suggested that, as she was now Clerk to Raydon PC as well as Layham, the weekly tax-free allowance to cover working from home should be split between Raydon and Layham. This was proposed by LA, seconded by MW and unanimously agreed; JC confirmed that Raydon PC had already agreed.

13.2.6.2 Precept for 2013/14

Following a further communication from Babergh, it was agreed to accept the discretionary grant of £820 in addition to the precept of £8,500. This would mean that, should the Government introduce capping in 2014-15, the PC would start from a higher base.

13.2.6.3 Clerk's annual review

It was agreed that MW, LG and LA would meet with JC on Wednesday 20 March (time tbc). MW asked JC to write a brief report for circulation prior to the meeting; LA would provide information on pay scales etc.

13.2.7 WRITTEN REPORTS FROM COUNCILLORS

13.2.7.1 Emergency Planning

JDC'S report was noted. JDC had approached Steve Pinion, District Emergency Planning Officer, to ask for help in acquiring plans of the Parish which would be large enough to be able to identify each dwelling. Following his suggestion, JDC had applied for Layham Parish Council to be a member of the Public Sector Mapping Agreement (PSMA); membership had now been confirmed. However, GIS software was required in order to be able to download and print the map sections. JDC therefore proposed that Layham Parish Council should join Parish Online, a viewing service costing £20 to join plus £10 per year per 1000 parishioners; his proposal was seconded by MW and unanimously agreed. JDC would sign up for a free 30-day trial first, to ensure that the service provided what was needed.

JDC, DP and RG had met for a further discussion about the Emergency Plan and had agreed that a good communication tree was key to its success - DP would be the main representative in Lower Layham, and RG in Upper Layham. With regard to publicising the Emergency Plan and how it would actually work, it was agreed that JDC would prepare a draft and send it to JC.

All confirmed that they were happy with the course of action being taken.

13.2.7.2 Footpaths & Highways

SL's report was noted.

Following a rally that took place on Saturday 16 February, part of which was along Pope's Green Lane, it was agreed that JC would write to Chelmsford Motor Club requesting that, in future, they should notify the Parish Clerk in advance of any such rallies so that adequate warning could be given to residents. She would also write to the Police. Some damage was caused to Pope's Green Lane, which had already been highlighted as needing attention; the lane would now be surveyed and scraped/swept.

Following some recent damage to Water Lane by a B&Q delivery lorry, JC had contacted B&Q, who had confirmed that their driver was at fault and offered compensation. JC had liaised with Suffolk CC, who would take this

forward. She had also pointed out that a proposed diversion along Water Lane while work on a new gas connection outside no 7 Mill Lane was being carried out would not be a good idea, especially in view of the damage caused by the B&Q lorry. It was agreed that Suffolk CC should be asked if they could put up signs at each end of Water Lane stating that it was not suitable for heavy goods vehicles.

It was noted that a new 30mph sign had been erected in Upper Layham, following an accident earlier in the year. The PC had requested that the new sign should be higher so that it could be clearly seen above the hedge; this had been done.

LA would contact National Grid about damage caused at the top of Rands Road by vehicles turning round after finding the road closed temporarily.

13.2.8 HORTICULTURAL MATTERS

13.2.8.1 Pavement between Upper Layham and Hadleigh

At the meeting of the PC in July 2012, it had been agreed to approach Suffolk CC in February/March 2013 concerning the problem of elder growing over the pavement. JC would write to the Highways department again asking them to consider digging out the elder altogether, rather than just cutting it down.

MW also noted that part of the fence alongside the pavement was falling down. He had discussed this with a Hadleigh Town Councillor living at the end of Benton Street, who had said she would take the matter up with Hadleigh Town Council.

13.2.8.2 New planting - Old Orchard

As agreed at the October meeting, the PC would give £50 to Babergh DC towards the planting of new oak trees at Old Orchard. It was noted that part of the shrubbery near no 6 Upper Street had also been replanted.

13.2.9 RECYCLING CENTRE NOTICEBOARD

See minute no 13.2.5.2, above.

13.2.10 CLERK'S CORRESPONDENCE

The resignation of Dee Byham as Local History Recorder was noted; the Chairman would write to thank her for her contribution. It was agreed that a new Recorder should be recruited; MW would follow this up.

13.2.11 DATE OF NEXT MEETING

The next meeting would be at 7.30pm on Wednesday 27 March 2013, in the Village Hall.

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