

## LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on  
Wednesday 28 November 2018 in the Village Hall

**Present:** Charlotte Britton (CB)  
Jane Cryer - Clerk (JC)  
John Curran (JDC)  
Ron Gunn (RG)  
Steve Laing - Vice Chairman (SL)  
David Pratt (DP)  
Sheila Roberts (SR)  
Michael Woods - Chairman (MW)

**In attendance:** Gordon Jones, Suffolk CC (GJ)

**Apologies:** John Ward, Babergh DC (JW)

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### 18.11.1 APOLOGIES

See above

### 18.11.2 DECLARATIONS OF INTEREST

None.

### 18.11.3 PUBLIC FORUM

There were no parishioners present.

### 18.11.4 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

#### 18.11.4.1 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes.

#### 18.11.4.2 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. With regard to the budget, GJ said it was likely that the county council precept would rise by the maximum possible without a referendum, ie 2.99%. MW expressed concern that vital services such as the Citizen's Advice Bureau and the Duke of Edinburgh Award Scheme could lose their grants and, closer to home, road signs might not be cleaned and road markings not fully maintained, as SCC struggled to reduce expenditure. GJ agreed that parish councils were free to make observations at national Government level about the effect such cuts would have. Funding had been set aside for repairing potholes and resurfacing, but as winter was not the right time for this work, he had suggested it might be better used to address the problem of flooding and blocked drains (see item 18.11.8.1, below). The Lord Lieutenant had thanked people for their events to commemorate the WW1 Armistice; more bells had been rung in Suffolk than in any other county.

### 18.11.5 MINUTES OF PREVIOUS MEETING

It was noted that SL had seconded approval of the October minutes (not DL). With this amendment, it was proposed by RG, seconded by JDC and agreed unanimously that the minutes of the meeting held on Wednesday 31 October 2018 should be accepted as an accurate record, and signed accordingly.

### 18.11.6 ACTIONS FROM PREVIOUS MEETINGS

Most of the actions were either ongoing or were on the agenda. There were updates on the following:

#### **18.11.6.1 ANPR / Community Speedwatch**

GJ had advised that there was a delay with the ANPR report; this item was therefore deferred to the January meeting (JC would check before the meeting that the report was available).

#### **18.11.6.2 Parish Plan review**

MW circulated the text which would appear in the next issue of the Hadleigh Community News. It was agreed that the proposed questionnaire would be distributed to parishioners in the new year.

### **18.11.7 FINANCIAL MATTERS**

#### **18.11.7.1 RFO's report**

It was proposed by SL, seconded by SR and agreed unanimously that the finance report for 28 November 2018 should be approved and payments of £870.93 authorised. It was noted that a donation of £300 towards the defibrillator on Brett Green had been received from Brett Valley Masonic Lodge.

#### **18.11.7.2 Budget and Precept for 2019/20**

The recommendations of the working party were noted:

- Election requirement - £1000 to cover a contested election if necessary;
- Training - £800 for new councillor training;
- The precept should be increased by £500, from £10,500 to £11,000, in order to cover election expenses and the cost of training the new council (see above).

It was proposed by MW, seconded by SR and agreed unanimously that the draft budget should be approved and that the precept for 2019/20 should be £11,000.

#### **18.11.7.3 Appointment of internal auditor**

It was proposed by RG, seconded by JDC and approved unanimously to re-appoint SALC as internal auditor for 2018/19.

### **18.11.8 REPORTS FROM COUNCILLORS**

#### **18.11.8.1 Meeting with HTC re flooding across road near Rugby Club**

MW's report was noted. He proposed that it should be sent to Hadleigh Town Council with a request for HTC to liaise with a technician who could recommend remedial action; this proposal was seconded by SL and agreed unanimously.

#### **18.11.8.2 Defibrillator on Brett Green**

JDC's update was noted. It was proposed by MW, seconded by DP and agreed unanimously to ask Cowles to liaise with a builder to carry out the necessary groundworks relating to the feeder pillar. JC would request a quotation in time for the January meeting. MW said the BHF website had details of the signs which should be displayed alongside all defibrillators.

### **18.11.9 EVENT FOR PARISHIONERS**

Following a discussion, it was agreed to make a firm decision on the format and timing of this event at the January meeting.

### **18.11.10 CORRESPONDENCE**

#### **18.11.10.1 Sign at the top of Water Lane - unsuitable for HGVs**

As agreed at the last meeting, JC had forwarded information on the size and exact location of the sign to the owners of the neighbouring cottage, confirming that it would be positioned as low as possible so as to avoid obstructing the window; she had not received a response. SCC had arrived on site to erect the sign on 23 November but, following an altercation with the householders, had left without being able to do so. JC had been advised that there would be a cost to the parish council for a return visit. It was agreed that she would liaise with SCC on the course of action to be taken and write to the householders accordingly.

### **18.11.11 CLERK'S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING**

None.

## **18.11.12        SCHEDULE OF MEETING DATES FOR 2019**

It was proposed by JDC, seconded by CB and agreed unanimously that meetings would take place in 2019 as follows:

- Wednesday 23 January
- Wednesday 27 February
- Wednesday 27 March
- Wednesday 24 April (Annual Parish Meeting)
- Tuesday 21 May (AGM)
- Wednesday 26 June
- Wednesday 24 July
- Wednesday 28 August
- Wednesday 25 September
- Wednesday 30 October
- Wednesday 27 November

All meetings to take place at 7.30pm, in the Village Hall.

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