

LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on Wednesday 24 June 2015 in the Village Hall

Present: Jane Cryer - Clerk (JC)
John Curran (JDC)
Ron Gunn (RG)
Steve Laing (SL)
David Pratt (DP)
Michael Woods - Chairman (MW)

In attendance: Gordon Jones, Suffolk CC (GJ)
John Ward, Babergh DC (JW)

Apologies: PCSO Amanda Coleman (AC)
Sheila Roberts (SR)
Doreen Sillett (DS)

15.6.1 APOLOGIES

See above.

15.6.2 DECLARATIONS OF INTEREST

SL said he would not participate in any discussion relating to the Marquis of Cornwallis (see minute 15.6.10.1).

15.6.3 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

15.6.3.1 Police report

AC had confirmed there had been no reported crimes in Layham since the last meeting.

15.6.3.2 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. JW explained the role of the new Communities Team was to work in partnership with local residents and organisations to encourage communities to become more self-reliant. The contact for Layham was Becky Sutton, whom JW would be meeting later in the week. Members of the team could also advise on grants and funding, the purchase of community assets and neighbourhood planning. JW would forward further information in due course.

15.6.3.3 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. GJ referred to a pre-consultation on the future of the Fire and Rescue Service in Suffolk - details were on the website: www.suffolk.gov.uk/fireredesign. With regard to Children's Centres, he had attended a meeting of the advisory board of the Cherry Tree and Brett River Centres; the new arrangements appeared to be working well. In response to a comment from MW about the amount of rubbish left behind by the contractors working on the A12, GJ said he was meeting with Highways England in mid July.

15.6.4 MINUTES OF PREVIOUS MEETING

JDC asked that the word 'agreed' in minute 15.5.6.4 (line 14) be changed to 'confirmed' as it had already been agreed that the balance of the recycling credits received to date should be put towards the cost of another defibrillator. With this amendment, it was proposed by JDC, seconded by RG and agreed unanimously that the minutes of the AGM held on Monday 18 May 2015 should be accepted as an accurate record, and signed accordingly.

15.6.5 ACTIONS FROM THE PREVIOUS MEETING

15.6.5.1 Speeding

SL had drafted a note to put through doors of residents in Upper Street; JC would circulate it to Councillors for comment. With regard to the proposed moving of the 30mph speed limit sign near the Marquis, JC would contact Steve Merry at SCC to try and arrange a site meeting with MW, SL and JC.

15.6.5.2 Environmental matters

JC would contact Kerry Vickers at Flagship for a further discussion.

15.6.5.3 Defibrillator in Lower Layham

Following the 'launch' of the defibrillator in Lower Layham, JC had sent information and a photo to the East Anglian Daily Times; unfortunately this had not been used, but it was agreed to try again. JC would write to thank Peter Tampion of Cowles for carrying out the installation free of charge.

15.6.5.4 Land in front of 7 & 8 Upper Street

JC would contact Becky Sutton to arrange a further meeting.

15.6.5.7 Village Hall ownership

JC would contact SALC and also try to locate the title deeds - ongoing.

15.6.5.8 Section 106

JC would follow up her request for a meeting with Nick Elliott.

15.6.5.9 Community Payback Project

MW had contacted Hadleigh Town Council who had agreed that it would be sensible to submit a joint application; he had passed the information to JC.

15.6.5.10 Water flow across the B1070

JC would contact Hadleigh Town Council about the problem.

15.6.6 FINANCIAL MATTERS

15.6.6.1 RFO's report

It was proposed by JDC, seconded by DP and agreed unanimously that payments of £792.04 should be authorised.

15.6.6.2 & 3 Accounts & Annual Return for 2014/15

The accounts showed a balance of £20,709 for 2014/15; it was proposed by SL, seconded by DP and agreed unanimously that they should be approved. Sections 1 and 2 (Annual Governance Statement) of the Annual Return were subsequently signed by the Chairman and Clerk/RFO. The internal audit had already been carried out by SALC and the report was noted; the Accounts and Annual Return would now be sent to BDO for external audit. JDC proposed a vote of thanks to the Clerk.

15.6.6.4 Training

In response to a suggestion from MW, it was proposed by JDC, seconded by RG and agreed unanimously that MW should undertake a two-day training course on Chairmanship being held by SALC in July, at a cost of £100.

15.6.7 WRITTEN REPORTS FROM COUNCILLORS

15.6.7.1 Chairman's report

The Chairman's report on the Babergh Area SALC meeting held on Monday 8 June, and the Town & Parish Liaison meeting with Babergh held on Thursday 11 June, was noted. Despite the update at the latter meeting regarding the timetable for faster broadband, JDC and JC both reported their broadband speed had been upgraded during June.

15.6.7.2 Audit of public areas

MW and RG's report was noted; MW would now seek a meeting with Babergh's Horticultural Officer to establish what Babergh was prepared to deal with. In response to a question from JDC, MW said the audit had been concerned with public areas only, and not roads and footpaths; however, he

would try to clarify ownership of the small area of land in Water Lane, immediately beyond the householders' fences. It was noted that a car had been parked for some time on the verge to the side of the rear garden of 57 Brett Green and grass was growing around it; MW and RG would try to deal with this.

15.6.8 DEFIBRILLATORS

15.6.8.1 Training

MW had researched a range of training providers, including the Red Cross, East of England Ambulance Service and St John Ambulance, and had found they all charged around the same amount - approximately £13.50 per person. SL said he would not be happy if training was only offered to a small group; he felt everyone should have the opportunity to participate and suggested holding an open session. JDC made the point that the training should be about CPR, not the defibrillator itself. He agreed that training should be open to all.

JDC said the British Heart Foundation (BHF) offered a package called the 'Mini Anne Plus Kit' - a mobile kit with everything necessary to train ten people in CPR at one time, including CDs. The kit normally retailed for £380 plus VAT, but was provided free of charge if a defibrillator was purchased from the BHF. It was proposed by JDC, seconded by SL and agreed unanimously that the kit should be ordered, whether free of charge or costing £380 (see below).

In response to a suggestion from SL that defibrillators should be installed in all schools, and that CPR should also be a part of the curriculum, GJ said he would take this back.

15.6.8.2 Additional defibrillator(s)

JDC said the BHF could supply a defibrillator (without a case) under their 'Community Package' arrangement for a contribution of £400. However, there was a requirement that the equipment must be kept uncoded and unlocked - this followed guidance from the Resuscitation Council whose slogan was 'every second counts' - in other words, no delays should ensue due to unlocking or uncoding the equipment.

JDC had carried out some research and felt the best location for a defibrillator in Upper Layham was the existing phonebox as it would cover the most people. In response to a suggestion from MW that an alternative location should be considered, JDC suggested putting a defibrillator in the existing phonebox now; if the owners of the Marquis agreed to install one there in due course, the one in the phonebox could then be moved to a new location.

Following some further discussion, it was proposed by JDC that a new defibrillator should be purchased from the BHF for £400 and installed in the existing phonebox in Upper Layham. As agreed, the income from recycling credits would pay for the defibrillator and a case, and then the training kit (see above) would be free of charge. There might be a charge for mounting the equipment, but SL confirmed that the electrician would carry out the installation free of charge; he also said the Rotary Club had offered a donation of £50. JDC's proposal was seconded by SL and agreed unanimously. JDC would take this forward, liaising with JC.

In response to a comment from MW, it was agreed to give some thought as to how the area near the phonebox might be kept clear at all times.

15.6.9 ROLES & RESPONSIBILITIES

MW and JC had updated the job descriptions, which had been circulated. MW asked everyone to identify anything that might need to be changed/added, and to give some thought to the roles they might be interested in taking on for the next four years. It was agreed to add 'Monitoring & Maintenance of Defibrillators'; JDC would consider whether this should be part of the role of the Emergency Officer. The allocation of roles would be an agenda item for the next meeting.

15.6.10 PLANNING

15.6.10.1 B/15/00558 - Marquis of Cornwallis

The Parish Council was in favour of the proposed adjustment to the design of the car park exit as it would improve the visibility splay; it was also supportive of the 'rustic' design of the garden building which was in keeping with the main building. However, Councillors felt that the designs

for the new frontage railings and entrance piers, and pergola, did not sit comfortably with the traditional approach to the design of the rest of the site, reflecting a different period in architectural history. There was also concern that it appeared no provision had been made for any kind of hedging or screen behind the railings, meaning cars would be more visible to residents living nearby. The Clerk would write to Babergh outlining these concerns and also stressing the importance of the use of indigenous trees and plants on land designated by Babergh as special landscape.

15.6.11 CORRESPONDENCE

JC had received several complaints about the noise generated both day and night by an irrigation pump being used in the field at the bottom of Church Lane; she had contacted the farmer.

15.6.12 DATE OF NEXT MEETING

7.30pm on Wednesday 29 July 2015, in the Village Hall.

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