

LAYHAM PARISH COUNCIL

DRAFT Minutes of the meeting of the Council held at 7.30pm on
Wednesday 27 November 2019 in the Village Hall

Present: Charlotte Britton - Chairman (CB)
Jane Cryer - Clerk (JC)
Bill Paton (BP)
David Pratt (DP)
Michael Woods - Vice Chairman (MW)

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

Apologies: John Curran (JDC)
Sheila Roberts (SR)
Tony Stenning (TS)

19.11.1 APOLOGIES

See above - apologies were accepted from JDC, SR and TS.

19.11.2 DECLARATIONS OF INTEREST

None.

19.11.3 PUBLIC FORUM

Ron Gunn, although no longer a councillor, continued to keep an eye on the allotments and the village generally. He reported that the water at the allotments had now been turned off for the winter; he would turn it back on in the spring. He had checked the defibrillator in the phone box in Upper Layham and said the box needed cleaning; as did the bus shelter. Leaves had been cleared from the Recycling Centre and the handle on a dog bin on the playing field was broken; he kindly volunteered to mend this.

19.11.4 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

19.11.4.1 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. JW noted that the free swimming sessions during school holidays had proved successful. As a general election had been called for 12 December, the only committee meetings due to take place during 'purdah' were Planning and Licensing. JW highlighted the 'Tree for Life' initiative - Babergh was offering families a tree to mark the arrival of every new child. With regard to fly tipping, Babergh had taken the decision to 'name and shame' those found guilty, who were also fined. CB welcomed Babergh's range of pledges to enhance and protect biodiversity; in response to her question, JW said he was hopeful that some grants might be available in the future. MW commented that a roadside bank on Upper Street was always full of wild flowers, but was cut back every year by a parishioner, despite it being outside his boundary. He would email Councillor Elisabeth Malvisi, who was leading the Babergh initiative. With regard to the possible change of name BP asked why, if agreed, this would not take place until 2021. JW explained that it was hoped to make a decision in spring 2020, but a name change could only be implemented at the beginning of a new financial year, ie 1 April 2021.

19.11.4.2 Suffolk CC

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. It had been agreed at the Cabinet meeting held on 5 November to approve the changes to civil parking - responsibility for the enforcement of parking would pass from the Police to the District Council; the changes were expected to be in place by the end of January 2020. The grit bin naming initiative had proved popular and the gritters now had their names displayed on the front

and side of the cabs. With regard to speeding issues, GJ said a working group was being set up to work on automatic number plate recognition (ANPR) and share best practice; parish council representatives would be invited to join this forum.

19.11.5 REPORTS FROM COUNCILLORS

19.11.5.1 Green Team

SR's report was noted. With regard to the autumn tidy-up, BP said he was pleased that there had appeared to be less litter to collect this time.

19.11.6 MINUTES OF PREVIOUS MEETING

It was proposed by CB, seconded by MW and agreed that the minutes of the meeting held on Wednesday 30 October 2019 should be accepted as an accurate record, and signed accordingly.

19.11.7 ACTIONS FROM PREVIOUS MEETINGS

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

19.11.7.1 Highways & Speeding (*see also minute 19.11.4.2, above*)

With regard to the recent speeding survey, JC would liaise with JDC to ensure that a summary of the data collected during the survey was on the website. BP confirmed that Layham would now be included in the mobile detection van programme - dates would not be publicised, but he had asked to be notified afterwards. He said that both county and local police were fully aware of the speeding issues in the village. The working party would consider the various options concerning deterrents and bring a costed proposal to the next meeting. SR had reported online the various missing white lines etc; however, it was noted that only mandatory road markings were likely to be reinstated. JC would remind GJ that he had promised to look into the possibility of reinstating the missing roundels on Upper Street.

19.11.7.2 Training

Planning and new councillor training would be an item for the January meeting.

19.11.8 FINANCIAL MATTERS

19.11.8.1 RFO's report

It was proposed by MW, seconded by DP and agreed unanimously that the finance report for 27 November 2019 should be approved and payments of £830.51 were authorised.

19.11.8.2 Budget and Precept for 2020/21

The working party had met on 15 November and a draft budget and notes had been circulated prior to the meeting. It was proposed by DP, seconded by BP and agreed unanimously to accept the recommendations of the working party and approve the budget for 2020/21; the precept would remain at £11,000.

19.11.8.3 Internal audit

It was proposed by CB, seconded by DP and agreed unanimously to reappoint SALC as internal auditors for 2019/20.

19.11.9 SCC COMMUNITY SELF-HEP SCHEME

As agreed at the last meeting, SR had circulated the link to the different; the members present felt that the most appropriate agreement for Layham was the one 'for community volunteers working in the highway'. It was agreed to make a final decision on this at the January meeting.

19.11.10 GENERAL RISK ASSESSMENT

JDC had updated the risk assessment, which had been circulated prior to the meeting. As there were some questions raised, it was agreed to defer approval of the document until the January meeting.

19.11.11 CLERK'S CORRESPONDENCE

19.11.11.1 War Memorial

Historic England had written to say they were considering adding the War Memorial to the List of Buildings of Special Architectural or Historic Interest. If it was decided to recommend the Memorial for listing, the final decision would be made by the Secretary of State.

19.11.11.2 Junction of Brett Green with Mill Lane

A parishioner had written to ask the PC to consider the problem of vehicles exiting Brett Green onto Mill Lane without stopping (the situation was exacerbated by vehicles parking opposite the entrance to Brett Green). This had been a problem for some time, but was now happening more frequently. It was agreed to report the problem to SCC Highways and ask them to reinstate the faded white lines in order to make it clear that vehicles in Mill Lane had the right of way.

19.11.12 CLERK'S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING

None.

19.11.13 FUTURE MEETINGS

The schedule of meetings in 2020 was agreed. The next meeting would be at 7.30pm on Wednesday 29 January 2020, in the Village Hall.

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