

LAYHAM PARISH COUNCIL

**Minutes of the meeting of the Council held at 7.30pm on
Wednesday 2 October 2013 in the Village Hall**

Present: Louise Allen - Vice Chairman (LA)
Jane Cryer - Clerk (JC)
John Curran (JDC)
Lesley Garnett (LG)
Ron Gunn (RG)
Steve Laing (SL)
David Pratt (DP)
Michael Woods - Chairman (MW)

In attendance: Sue Wigglesworth, Babergh DC (SW)

Apologies: PCSO Amanda Coleman (AC)
Gordon Jones, Suffolk CC (GJ)

13.9.1 APOLOGIES

See above.

13.9.2 DECLARATIONS OF INTEREST

LA declared an interest in item 13.9.8.3.

13.9.3 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

13.9.3.1 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. The application by Tesco for a store on the Brett works site in Hadleigh had been refused by Babergh's Planning Committee, by one vote. In response to a question from JDC, SW said the previous application had been refused because of the design; as the design had been changed, the planners had felt they were unable to object. SL said that 'need' should be taken into consideration now that both Morrison's and Londis had a presence in the town. SW said it was now up to Tesco to decide whether to appeal or request a judicial review.

Commenting on the need for all councils to make savings, SL suggested that allowances for both district and county councillors should be reduced. However, LG said if allowances were reduced there would be a risk that the only people willing to stand as councillors would be those who could afford to do so.

13.9.3.2 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. It was noted that any person living in Suffolk aged 16-19 could now apply for a free Endeavour Card, which provided a 25% discount on bus fares across the county. A new community facility had opened in Brandon, bringing different public services together under one roof, prompting MW to refer to a recent article in the EADT suggesting that Ipswich Borough Council and Suffolk County Council should share offices in Ipswich, as neither of their respective buildings was currently fully occupied. SW said the Shared Revenues Partnership (Babergh, Mid Suffolk and Ipswich BC) was now located in the IBC offices. In response to a question from JDC, MW said GJ would supply feedback after the National Grid meeting on 7 October.

13.9.3.3 Police report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. There had been one reported crime since the last meeting - fuel stolen from a vehicle on Brett Green. JC would contact AC for an update on the installation of the SID device in Layham.

13.9.4 MINUTES OF PREVIOUS MEETING

It was proposed by LG, seconded by RG and agreed unanimously that the minutes of the meeting held on Wednesday 28 August 2013 should be accepted as an accurate record, and signed accordingly.

13.9.5 ACTIONS FROM THE PREVIOUS MEETING

13.9.5.1 Neighbourhood Watch

The PC was currently in the process of recruiting Emergency Link Volunteers to assist with the Emergency Plan; MW said the same people might be prepared to be involved with Neighbourhood Watch as the two initiatives were linked.

13.9.5.2 Speeding

JC would contact PC Sam Gilkes again (see also minute 13.9.3.3 re installation of SID device).

13.9.5.3 Marquis Of Cornwallis

JC had obtained information from Babergh on how to apply to have the Marquis listed as a community asset, which would give a six month 'window' for a community group to prepare a bid. It was proposed by LA, seconded by SL and agreed unanimously that an open meeting should be held on Monday 11 November in order to see whether there was any interest - the meeting would be publicised in the Hadleigh Community News, by community email and on the village noticeboards.

JC had also been contacted by Belgrave Properties in London, who were considering putting in a bid for the Marquis with a view to building low cost housing on the car park. JC would ask Babergh's planning department for their opinion, and would try to find out whether there was a covenant on the land when it was sold that it should be for the sole purpose of car parking. In response to a comment by MW that the car park was outside the village envelope, SW said low cost housing had to abut the village envelope, not necessarily be within it.

13.9.5.4 Telephone boxes

DP would let JC have details of the paint company he had found so that she could go ahead and order the paint.

13.9.5.5 Risk Register

Following a discussion with JDC, JC would use the SALC 'model' to draft a risk register for Layham PC; this would be circulated to members in due course for comment.

13.9.5.6 Ownership of Playing Field

JC had drafted a Statement of Understanding to be kept on file and would return the file to MW to keep, as Chairman of the Playing Field Committee.

13.9.5.7 Post Office

JC was liaising with the Post Office over the possibility of an outreach post office facility for two hours per week in the Village Hall; she had been told that another potential option was a weekly visit to Layham by a mobile post office. She would report back when there was any further news.

13.9.5.8 Wind turbines

JC would chase Babergh for a response to her email setting out the PC's concerns and asking for these to be addressed in the Core Strategy; SW said she would also follow up on this.

13.9.5.9 Maintenance of bench on Brett Green

RG confirmed that a concrete base would be in place by the end of October.

13.9.5.10 Clearing of road edges

SL would set up a working group to address this.

13.9.5.11 Emergency planning

JC had redrafted the questionnaire in Word format, and circulated the list of potential Emergency Link Volunteers (ELVs). All those approached so far had agreed to help, but had said they would appreciate some instructions outlining what they would be required to do in the event of an emergency. Following a suggestion from LG, it was agreed that they should be invited to a briefing meeting.

13.9.5.12 Skateboard blocks

MW had made enquiries about the possibility of the PC owning and managing portable skateboard blocks. Unfortunately, this had not proved feasible as specialist training was required for handling portable equipment, and there were also issues with insurance (see also minute 13.9.7.1). However, the Playing Field Committee had asked him to explore the possibility of making a low key BMX track on part of the field (see also 13.9.7.1).

13.9.5.13 Defibrillators

JC had contacted the Ambulance Service; a representative would attend the PC meeting on either 30 October or 27 November (to be confirmed).

13.9.5.14 Community email

JC had emailed current participants asking them to help spread the word. She would let councillors know who had already signed up in order to avoid duplication.

13.9.5.15 Housing Corporation property 'swops'

Following a query from a resident of a Housing Corporation property in Hadleigh who wished to move to Gardener's Close but was unable to do so as she had no family connections in Layham, MW reported that she had now moved to a neighbouring village.

13.9.6 FINANCIAL MATTERS

13.9.6.1 RFO's Report

It was proposed by LA, seconded by SL and agreed unanimously that the financial statement as at 2 October 2013 should be accepted; payments of £1,749.14 were authorised. It was noted that the second instalment of the precept for 2013-14 had been received.

13.9.6.2 Membership of Suffolk Wildlife Trust

MW and LG had attended a Suffolk Wildlife Trust conference on 21 September (see 13.9.7.2) - all attendees were entitled to a 50% discount on membership for the first year. As the PC was keen to work with the Trust in future, MW proposed that either the PC (or the Clerk if corporate membership was not available) should join. His proposal was seconded by LG and agreed unanimously.

13.9.6.3 War Memorial project

MW said that the Records Office had wills belonging to soldiers from WW1 available for sale at £6 each, some of which came with personal letters. The list of available wills included seven names on the village War Memorial. It was proposed by LG, seconded by RG and agreed unanimously that the PC should purchase these as part of the War Memorial project being undertaken by MW. In addition, there was a copyright permission fee for some of the photographs and documents needed for the project; it was agreed that funding from the Layham Leisure & Learning budget should be used for this purpose.

13.9.7 WRITTEN REPORTS FROM COUNCILLORS

13.9.7.1 Chairman's report

MW's report was noted. Following a written request from a Layham boy, supported by many signatures, the Playing Field Committee had asked him to explore the possibility of making a low key BMX track on part of the field. He would ask Babergh whether normal insurance cover would be adequate. Suffolk Wildlife Trust had installed two barn owl nesting boxes on 24 September, one on the Playing Field and one on Brett Green. MW and RG had carried out an audit of trees and shrubs on public land and MW had sent a copy of the report to Babergh's horticultural department asking what actions they might be able to deal with; he was currently awaiting a response. In the meantime, MW and RG were addressing some of the smaller jobs.

13.9.7.2 Green Team

LG's report on the Suffolk Wildlife Trust conference was noted. JC would ask Leonie Washington, area Community Advisor, to contact LG and arrange a date for a site visit to Layham.

13.9.8 PLANNING

13.9.8.1 B/13/00285 - Raworth Bungalow, Upper Street

It was noted that the application had been withdrawn.

13.9.8.2 B/13/00956 - Water Lane Cottage, Water Lane

There were no objections to the application for the erection of a first floor extension.

13.9.8.3 B/13/Variation of Condition of Planning Permission B/97/0765 - Layham Quarry

LA explained that work was supposed to have finished in March 2013, with the land returned to agricultural use by September 2013. The application was to extend the life of the pit by 15 years (currently hole 2 was being backfilled, and there were three more to be filled after that) and to increase the height of the noise control barrier (bunding) - LA expressed concern that the height of the infill behind might be increased as well. Suffolk

County Council had requested environmental reports; however, LA said there were some issues with the noise pollution report, eg noise readings taken on a Friday afternoon and no allowance being made for wind. She referred to the SCC Core Waste Strategy and said there was a possibility that an application to change the nature of the waste could be made in years to come.

In response to a question from MW, DP said the Gravel Pit Liaison Committee met every six months and were due to meet on 9 October. As he would be away, LA had offered to chair the meeting as she felt it important that it should go ahead. It was decided that the Parish Council's response to the application should be delayed until after that meeting.

13.9.9 ANNUAL PROGRAMME

13.9.9.1 War Memorial

MW suggested that the descendants of two men named on the War Memorial, who still lived in the village, should be asked to lay the Parish Council's wreath on Remembrance Sunday. It was proposed by LG, seconded by LA and unanimously agreed that MW should approach the people concerned. JC would ensure the wreath was ordered; MW and RG would check whether the Memorial required cleaning.

13.9.9.2 Grit bins

JC would contact Suffolk CC to ensure they were aware of all new bins in the village.

13.9.10 LUNCH CLUB

After discussion, it was agreed to bank the profit for the time being and give further consideration to possible ways of using the money to benefit the community.

13.9.11 MAINTENANCE OF NOTICEBOARDS

It was agreed that this should be discussed when the new noticeboard on the Playing Field was in place.

13.9.12 CLERK'S CORRESPONDENCE

JC reported that she had received a complaint from a parishioner about stones from the shared driveway at Brook Cottage / Blacksmith's Cottage piling up in the road, causing a hazard to cyclists and potential blockage of drains, as well as being an eyesore. It was agreed that she should contact the landlords to discuss what might be done.

13.9.13 DATE OF NEXT MEETING

The next meeting would be at 7.30pm on Wednesday 30 October 2013, in the Village Hall.

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