

## **LAYHAM PARISH COUNCIL**

### **Minutes of the Annual General Meeting of the Council held at 7.30pm on Monday 18 May 2015 in the Village Hall**

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

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

**Apologies:** PCSO Amanda Coleman (AC)

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#### **15.5.1 ELECTION OF CHAIRMAN AND OFFICERS**

It was proposed by JDC, seconded by RG and agreed unanimously that Michael Woods be re-elected Chairman for 2015/16. It was also proposed by DP, seconded by JDC and agreed unanimously that Steve Laing be elected Vice-Chairman. Declaration of Acceptance of Office and Register of Interests forms were duly signed by all. Roles and responsibilities would be discussed at a future meeting.

The Chairman welcomed new Parish Councillors Sheila Roberts and Doreen Sillett, and Councillor John Ward, to their first meeting.

#### **15.5.2 APOLOGIES**

See above.

#### **15.5.3 DECLARATIONS OF INTEREST**

None.

#### **15.5.4 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES**

There were no written reports from Babergh DC or Suffolk CC following the recent elections and the preceding period of 'purdah'.

##### **15.5.4.1 District Council report**

JW said that following the elections, for the first time there was an overall majority at Babergh; approximately half of the councillors were new.

##### **15.5.4.2 County Council report**

GJ said there would be a full Council meeting later in the week, when a new Leader would be elected.

##### **15.5.4.3 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 - criminal damage to wire fencing around a dog run.

#### **15.5.5 MINUTES OF PREVIOUS MEETING**

It was proposed by SL, seconded by RG and agreed unanimously that the minutes of the meeting held on Wednesday 25 March 2015 should be accepted as an accurate record, and signed accordingly.

## **15.5.6 ACTIONS FROM THE PREVIOUS MEETING**

### **15.5.6.1 Speeding**

Dave Crimmin, Clerk to Polstead PC, was interested in getting a number of parishes together to share the cost of a vehicle-activated speed sign, and possibly employ someone to be responsible for moving it to different locations; GJ said there was a possibility of some funding from his Quality of Life budget. It was proving difficult to obtain further information on accidents in Benton Street over the past few years as not all collisions were recorded by the police. MW suggested approaching people living along the road to ask them to keep the Parish Council informed. It was proposed by MW, seconded by RG and agreed unanimously that SL would draft a note to put through doors. With regard to the proposed moving of the 30mph speed limit sign near the Marquis, it was agreed that MW, SL and JC would meet to discuss this further; JC would forward Steve Merry's email to SL.

### **15.5.6.2 Broken fence**

RG said the broken fence between the end of Benton Street and the Hook Lane turning had been repaired; however, there had since been another accident in the area.

### **15.5.6.3 Environmental matters**

JC had received an email from Kerry Vickers, the new contact at Flagship, saying that the evergreens on the right of Gardeners Close and those at the rear of 1 Watermill Close were not on Flagship properties, and the 'hoarding problem' at the rear of Mill Lane was a Babergh issue. The email was not helpful as, although these issues were not directly the responsibility of Flagship, Flagship properties were affected by them. JC would contact Kerry for a further discussion.

### **15.5.6.4 Phoneboxes / defibrillators**

The defibrillator was now installed in the phonebox in Lower Layham and there had been a brief photocall before the meeting. MW would send a photo to the HCN and JC would send information and a photo to the East Anglian Daily Times. There was a need to publicise the fact that the defibrillator was now in place, and how to use it. MW proposed that the PC should fund some training for parishioners; this was seconded by JDC and agreed unanimously. JDC agreed to take this forward. With regard to Upper Layham, JDC had spoken to UK Power Networks who had said there would be no charge for connecting a second defibrillator if it was installed in the phonebox in its current location. However, if the phonebox was moved there would be considerable costs involved. JDC proposed that the phonebox should be left where it was and a defibrillator installed. However, MW felt it would not be sensible to do this; he had walked fast from the Marquis towards the middle of the village and said it was impossible to reach the phonebox in time to collect the defibrillator and return. He suggested that two more defibrillators, rather than one, might be needed. He emphasised the need to have the equipment in the right place, even if it cost more; it was also confirmed that the balance of the recycling credits received to date would be put towards the cost of another defibrillator. JDC said he would meet Les Waters (UKPN) for a site visit and then work out a cost. This would be an agenda item for the next meeting.

### **15.5.6.5 Land in front of 7 & 8 Upper Street**

This was now an issue for the new council to take forward. It was hoped that GJ and JW would be able to help.

### **15.5.6.7 Village Hall ownership**

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

### **15.5.6.8 Section 106**

JC had written to Nick Elliott at Babergh to say work appeared to have started at Raworth; she would seek a meeting with him as no response had been received.

## **15.5.7 FINANCIAL MATTERS**

### **15.5.7.1 RFO's report**

It was proposed by JDC, seconded by DP and agreed unanimously that payments of £3057.52 should be authorised. The final year end accounts and Annual Return would be presented to the June meeting, following internal audit.

## **15.5.8 WRITTEN REPORTS FROM COUNCILLORS**

### **15.5.8.1 Procedure for submitting reports**

MW said that reports should be submitted, in writing, prior to each meeting and reports would then be taken as read, with questions taken. This would help to reduce the duration of meetings.

### **15.5.8.2 Chairman's report**

The Chairman's report was noted and a copy is filed with these minutes.

## **15.5.9 PLANNING**

### **15.5.9.1 B/15/00329 - Partridge Cottage**

It was noted that the application for the erection of a first floor rear extension and single storey side extension, new windows and insertion of chimney flue had been approved. This was despite JC requesting - and receiving - an extension to the deadline for comments until after the PC meeting. JW agreed to look into this.

### **15.5.9.2 B/14/01358 - Shepherds Farm**

It was noted that the application for change of use from agricultural building to dwellinghouse had been approved.

### **15.5.9.3 B/15/00204 - Cherry Orchard Farm**

It was noted that the application for change of use from agricultural building to dwellinghouse had been approved.

### **15.5.9.4 B/15/00173 - Deaves Farm**

It was noted that the application for change of use of existing barn, and external and internal alterations, had been approved.

### **15.5.9.5 B/15/00187 & 00188 - Popes Green Farm**

It was noted that the application for works to main house and change of use of barn to residential use had been approved.

## **15.5.10 REVIEW OF ANNUAL PARISH MEETING**

The draft minutes were noted. MW had received a letter from Sue Wigglesworth thanking the PC for her flowers.

## **15.5.11 COMMUNITY PAYBACK PROJECT**

Following the annual Spring Clean, Peter Garnett had given MW some information about the Community Payback Project. It appeared that Layham Parish Council met the criteria and MW proposed applying for assistance to finish clearing the path from Layham to Hadleigh. His proposal was seconded by RG and agreed unanimously.

## **15.5.12 SPEEDING & NEW 30MPH SIGNS**

See minute 15.5.6.1, above.

## **15.5.13 HORTICULTURAL MATTERS**

It was agreed that MW and RG would carry out an update survey on outstanding issues and report back to the next meeting; JW said he would try to join them.

## **15.5.14 WATER FLOW ACROSS THE B1070 NEAR BENTON END**

MW referred to the water flowing across the road near Benton End; DS said a spring flowed through the garden of a nearby house and should continue under the road, but there appeared to be a blockage. It was agreed to contact Hadleigh Town Council about this.

**15.5.15            CORRESPONDENCE**

JC would circulate information about the Women's Cycle Tour which would be coming through Upper Layham in June.

**15.5.16            DATE OF NEXT MEETING**

7.30pm on Wednesday 24 June 2015, in the Village Hall.

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