

## LAYHAM PARISH COUNCIL

**DRAFT** Minutes of the meeting of the Council held at 7.30pm on  
Wednesday 26 February 2020 in the Village Hall

**Present:** Charlotte Britton - Chairman (CB)  
Jane Cryer - Clerk (JC)  
John Curran (JDC)  
Bill Paton (BP)  
David Pratt (DP)  
Sheila Roberts (SR)  
Tony Stenning (TS)  
Michael Woods - Vice Chairman (MW)

**In attendance:** None

**Apologies:** Gordon Jones - Suffolk CC (GJ)  
John Ward - Babergh DC (JW)

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### 20.2.1 APOLOGIES

See above.

### 20.2.2 DECLARATIONS OF INTEREST

None.

### 20.2.3 PUBLIC FORUM

There were no parishioners present.

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

#### 20.2.4.1 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. MW was pleased to note the new Joint Area Parking Management Plan.

#### 20.2.4.2 Suffolk CC

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. Councillors were pleased to note that the go-ahead had been given for a new permit scheme aimed at addressing delays and disruption on the county's roads caused by roadworks.

### 20.2.5 REPORTS FROM COUNCILLORS

#### 20.2.5.1 SCC speeding working group

BP had attended the first meeting of this group; his report was noted. It was agreed that Layham should maintain a presence on the group and continue to explore the possibility of working with other parishes; however, this did not preclude any action being taken as an individual parish. A decision on the way forward would be made at the March meeting. It was noted that BP would be unable to attend the next meeting of the working group on 17 March; JC would email all councillors with the details.

#### 20.2.5.2 Emergency Plan - amber warnings

JD said there had been another amber warning recently and reminded councillors that they had now 'paired' up - he reminded them to let their opposite number know if they were going to be away. He also said that some of the telephone numbers on his master list were incorrect and asked everyone to check with their ELVs to the list could be updated.

### **20.2.5.3 Village 'tidy ups'**

SR's report on the Autumn 2019 event was noted. Her list of suggested activities for the Spring Clean on 7 March was circulated and agreed. She had requested a supply of high vis jackets and litter-pickers from Babergh; DP agreed that these could be stored in the Village Hall.

## **20.2.6 MINUTES OF PREVIOUS MEETING**

It was proposed by MW, seconded by BP and agreed that the minutes of the meeting held on Wednesday 29 January 2020 should be accepted as an accurate record, and signed accordingly.

## **20.2.7 ACTIONS FROM PREVIOUS MEETINGS**

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

### **20.2.7.1 Faded road markings**

CB had reported the faded road markings at the junction of Brett Green and Mill Lane. MW would report the same problem where Mill Lane joined the main road.

### **20.2.7.2 Flooding**

BP had spoken to the owner of the Mill House concerning the mill gates. He had confirmed that the gates were owned by the Environment Agency and the EA was responsible for their operation and upkeep; he would be willing to assist, but it was not his responsibility. It was agreed to keep a watching brief on this issue; BP would keep the PC informed of progress. SR had reported the ongoing problem with flooding near the rugby ground; she had received a response from SCC to say this was a district council issue. Although the area was technically in Hadleigh, the flooding did affect residents of Lower Layham who were either driving or walking into Hadleigh; JC would contact the new Town Clerk to make him aware of the problem. Councillors would continue to keep JDC updated on any other flooding issues.

## **20.2.8 FINANCIAL MATTERS**

### **20.2.8.1 RFO's report**

It was proposed by JDC, seconded by TS and agreed unanimously that the finance report for 26 February 2020 should be approved and payments of £680.01 were authorised.

### **20.2.8.2 Hadleigh First Responders**

It was proposed by MW that the PC should make a donation of £500 towards the cost of a new vehicle, following Steve Laing's appeal at the January meeting. His proposal was seconded by CB and agreed unanimously.

## **20.2.9 CLERK'S ANNUAL REVIEW**

It was agreed that the working party would once comprise CB, BP and MW. JC would circulate some possible dates for a meeting in April.

## **20.2.10 PLANNING**

### **20.2.10.1 DC/20/00423 - 1 Upper Street**

Councillors had no objections to the application for the erection of one dwelling; it was noted that this was for a starter home, which councillors were happy with. However, councillors were concerned because of the ongoing problem with speeding along the main road, where there had been many recorded accidents. It was noted that the intention was to widen the splay to improve visibility, which would mean the removal of some of the shrubs which had been put in by the PC some years ago, working in partnership with Babergh. The PC would request that an appraisal of the planting in that area was carried out.

### **20.2.10.2 DC/20/00494 - Holly Lodge Farm**

It was noted that formal approval was not required for the erection of a steel portal framed building for grain and machinery storage.

#### **20.2.11           GENERAL RISK ASSESSMENT**

It was proposed by CB, seconded by DP and agreed unanimously to approve the updated risk assessment, with some minor amendments; JDC would forward the final document to JC for circulation. Individual responsibilities for inspections were agreed - JC would keep a central log.

#### **20.2.12           CLERK'S CORRESPONDENCE**

##### **20.2.12.1       Housing development**

A developer had been in touch about a possible development in Upper Layham and had asked whether Layham had a Housing Needs Survey; it did not. JC would bring information about this to the March meeting, when a decision would be made on whether or not to commission a survey.

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

None.

#### **20.2.14           NEXT MEETING**

The next meeting would be at 7.30pm on Wednesday 25 March 2020, in the Village Hall.

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