

LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on
Wednesday 26 March 2014 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:	PCSO Julia Bignell (JB) Patrick King, Parishioner (PK) Sue Wigglesworth, Babergh DC (SW)
Apologies:	PCSO Amanda Coleman (AC) Gordon Jones, Suffolk CC (GJ)

Public Forum

PK said he would like to highlight the large number of potholes in Church Lane; SL agreed to report the problem to Highways.

14.3.1 APOLOGIES

See above.

14.3.2 DECLARATIONS OF INTEREST

None.

14.3.3 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

MW said he would like reports to be read in advance, with key issues only being discussed at meetings.

14.3.3.1 Police report

JB said there had been no reported crimes since the last meeting. However, there had been several thefts of heating oil in the area and parishioners were urged to dial 101 if they saw or heard anything suspicious. JB also referred to telephone 'scams', emphasising that the police would never request bank account details or ask for money. Suffolk's Police & Crime Commissioner, Tim Passmore, was holding an open meeting in East Bergholt on 9 April; JC confirmed that this had been publicised on the village noticeboards and via the community email. In response to a comment from MW that the police were only required to attend one in three Parish Council meetings, JB said it was up to individual parishes to decide how often they would like the police to attend meetings. MW said this would be an agenda item for later in the year.

14.3.3.2 Babergh DC report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. SW highlighted the fact that land abutting village envelopes might become acceptable for open market dwellings, which could make acquiring land for affordable housing more difficult in the future. In response to a question from SL about office accommodation for Babergh and Mid Suffolk, SW said Babergh and Mid Suffolk were exploring various options.

LG had attended the recent SALC Babergh area meeting when Mike Smith from Babergh's Planning Unit had talked about Section 106 money being eventually replaced by the Community Infrastructure Levy (CIL) - SW confirmed that this was a levy on the developer. Mike Evans, Strategic Director - People, had told the meeting that there were now had Locality Officers to look after each parish, or group of parishes; SW said she thought Layham's Officer was Stephanie Osborne, but she would confirm.

14.3.3.3 Suffolk CC report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes.

14.3.4 MINUTES OF PREVIOUS MEETING

It was proposed by LG, seconded by DP and agreed unanimously that the minutes of the meeting held on Wednesday 26 February 2014 should be accepted as an accurate record, and signed accordingly.

14.3.5 ACTIONS FROM THE PREVIOUS MEETING

14.3.5.1 Wind turbines

JC had sent an email to Babergh, but would follow up with a letter requesting that the issue of wind turbines should be included in the Rural Areas Growth Guidance.

14.3.5.2 Audit of trees and shrubs

See minute 14.3.7.1 (Chairman's written report).

14.3.5.3 Risk Register

JC would use the SALC model to draft a register for Layham - *ongoing*.

14.3.5.4 Post Office

Ongoing.

14.3.5.5 Driveway at Brook Cottage/Blacksmith's

JC would speak to the landlords before the next meeting.

14.3.5.6 Footpaths & Highways

JC would request a definitive statement on the status of Wyncolls Lane track. SL had met members of the PCC to discuss the area around the War Memorial; they had said they would prefer to tidy up the entrance. SL said Suffolk CC Highways had a special fund for such initiatives, which would cover some soft landscaping and replacement of the rough area of ground at the entrance; the work would be carried out before November 2014.

14.3.5.7 Land in front of 7 & 8 Upper Street

MW and JC had met Tom Barker from Babergh for a site visit - Tom had promised to clarify ownership and responsibility, and would try to broker a meeting to discuss the various possibilities.

14.3.5.8 Playing Field

GJ had confirmed funding from his Locality Budget and MW had now received a cheque to cover the resurfacing of the entrance near the Mill (see minute 14.3.7.1).

14.3.5.9 Clerk's Annual Review

MW and LG had met with JC - see minute 14.3.7.1, Chairman's Report.

14.3.5.10 Defibrillators

JDC confirmed that a full proposal was in the process of being prepared. He had spoken to staff at the Co-op headquarters at Wherstead who had supplied further information, including details of running costs etc. SL said that it could become a requirement to have defibrillators in public places in the future, and suggested the PC should complete an online questionnaire to see whether there might be funding available from the British Heart Foundation, as part of the research. MW commented that there was also a need to test public feeling, which could be done at the Annual Parish Meeting.

14.3.5.11 Noticeboards

LG confirmed that Bob Barbiaux had finished the new noticeboard for the Recycling Site and would erect it over the Easter weekend.

14.3.5.12 Ownership of Village Hall

JC would try to clarify ownership of the Village Hall during the summer.

14.3.5.13 Marquis of Cornwallis

The Marquis had now been sold and was scheduled to re-open in 2015, subject to planning permission. JC would circulate an email she had received from the architect to the community email group.

14.3.6 FINANCIAL MATTERS

14.3.6.1 RFO's report

It was proposed by LA, seconded by RG and agreed unanimously that the financial statement as at 26 March 2014 should be accepted; payments of £500.27 were authorised.

14.3.7 WRITTEN REPORTS FROM COUNCILLORS

MW reminded councillors that all reports should be sent to JC in advance for circulation, so that members could read them before meetings and prepare any questions.

14.3.7.1 Chairman's Report

The Chairman's report was noted. Funding had been received from SCC's Locality Fund for some resurfacing of the Playing Field entrance (see minute 14.3.5.11). Following the audit of trees, hedges and shrubs in the village carried out by MW and RG, some work had already been carried out and further work would take place next winter (see minute 14.3.5.2). The recommendations arising from the Clerk's annual review were also noted; it was agreed that JC's salary should increase by one salary point in May 2014, the anniversary of her appointment.

14.3.7.2 Green Team

LG's report was noted.

14.3.7.3 Community Lunch

LG's report was noted; SL would update her on the current situation. The next lunch would be held on Wednesday 9 July.

14.3.7.4 Footpaths & Highways

SL's report was noted - work to clear Wyncolls Lane and Pope's Green Lane had commenced. SL would send a reminder about Water Lane and the potholes in Rands Road, as well as those in Church Lane.

14.3.8 EMERGENCY PLANNING

JDC expressed disappointment at the low number of completed questionnaires received from Lower Layham. It was noted that there were a few gaps where ELVs needed to be appointed; LA said Charles Downey had agreed to be one for Lower Layham. DP said he would take on some of the properties in Church Lane and Shelley Road. RG would try to recruit someone for 67-76 Brett Green.

JDC circulated a list of useful telephone numbers which he would retain for use in an emergency; he asked everyone to check/add numbers so he could update the list.

14.3.9 PLANNING

14.3.9.1 B/13/01155 - Raworth Bungalow

It was noted that permission had been granted for the erection of two dwellings, garaging and vehicular access, despite the PC's concerns. JC would copy Babergh's letter to members and, if it was felt appropriate, she would liaise with MW and would write again to Babergh.

14.3.9.2 B/14/00149 - Land west of Squirrells, 2 Rands Road

There were no objections to the application for change of use from agricultural land to domestic curtilage.

14.3.9.3 Wyncolls Farm, Lower Layham

There was concern expressed that Brett Aggregates had started work again in the area surrounding Wyncolls Farm. SL said he had assumed the property was listed, but had checked with English Heritage and discovered that it was not. DP said this had first been brought to the PC's attention in 2001, when the property had been empty. As it was an historic building, it was agreed that the PC should explore the possibility of asking English Heritage to list it. The property was owned by the Dunn family and LA said she would speak to them to voice the PC's concern; she would also raise the matter at the next meeting of the Gravel Pit Liaison Committee on 9 April. MR would speak to Nick Ward, who was responsible for Heritage at Babergh DC.

(NB: it was noted that items not on the agenda should not be raised at meetings in future)

14.3.10 ANNUAL PARISH MEETING

MW said he would welcome parishioners to the meeting, but would then hand over to the people presenting reports and would sum up at the end. He asked that reports be submitted in advance, by Friday 18 April. SL agreed to organise the refreshments. JC would contact potential external speakers and would also continue to try and contact Jon Needle, from the Suffolk Ambulance Service, to see if he would give a short presentation and demonstration. She would ensure the meeting was publicised on the noticeboards and via the community email.

14.3.11 COMMUNITY EMAIL

MW distributed printed slips which could be handed out to explain the system. JC would circulate to members the list of people already participating (names only, no email addresses) in order to avoid duplication.

14.3.12 ALLOTMENTS

It was noted that the people renting allotment no 5 had sub-let part of it. JC had been in touch with both parties, who had agreed to split the rent and water rates on a 50:50 basis. RG reported that one allotment holder had put a greenhouse on his plot, which was also against the terms of the agreement. It was felt that the current agreement needed updating; JC would look into this.

14.3.13 WELCOME BOOKLET

DP and JC confirmed that there were very few requests for a hard copy booklet now. It was agreed that in future JC would print a copy if anyone asked for one, but DP would not produce any more A5 booklets.

14.3.14 CORRESPONDENCE

14.3.14.1 Ipswich Disabled Advice Bureau (DAB)

A request for support had been received; it was agreed that JC would write explaining that the PC had a policy of supporting certain charities, as listed in the budget.

14.3.14.2 Suffolk Resilience

Suffolk Resilience had asked whether they could have a link from the Layham website to their own; this was agreed.

14.3.15 DATE OF NEXT MEETING

The Annual Parish Meeting would be held at 7.30pm on Wednesday 30 April 2014, in the Village Hall.

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