

## LAYHAM PARISH COUNCIL

### Minutes of the meeting of the Council held at 7.30pm on Wednesday 25 June 2014 in the Village Hall

<b>Present:</b>	Louise Allen - Vice Chairman (LA)	
	Jane Cryer - Clerk (JC)	
	John Curran (JDC)	
	Lesley Garnett (LG)	
	Ron Gunn (RG)	
	David Pratt (DP)	
	Michael Woods - Chairman (MW)	
<b>In attendance:</b>	Amanda Coleman, PCSO (AC)	
	Gordon Jones, Suffolk CC (GJ)	
	Sue Wigglesworth, Babergh DC (SW)	
	John Crook (JCr)	)
	Sue Dodson(SD)	)
	Peter Garnett (PG)	)
	Sonia Groom (SG)	) Parishioners
	Sally Jervois (SJ)	)
	Robert Keeble (RK)	)
	Mike Kelly (MK)	)
	Brian Strutt (BS)	)
	Steve O'Leary (SO)	- Parishioner (Raydon)
<b>Apologies:</b>	Steve Laing (SL)	

---

## PUBLIC FORUM

### Marquis of Cornwallis

RK presented proposals for the refurbishment of the Marquis of Cornwallis, which included car parking for 73 cars on two levels; a new dining area overlooking the terrace and garden; a 'cooking experience' kitchen, open to the public; five bedrooms on the first floor and two on the ground floor; landscaping. He said that the Planning Officers had been very cautious in the past, but seemed supportive now; there was a realisation that there needed to be a critical mass in order to make the project feasible. The proposed capacity for the restaurant was 50 covers. In response to a question RK said the car park would be hidden from the road by hedging, which would be of the type specified by Babergh. MW said the 30mph speed limit should be taken further back towards Raydon; SO agreed, and said there was a potential problem with the line of sight for vehicles leaving the car park.

### Targets for future expenditure

MW referred to previous meetings held to discuss the Parish Plan and issues/ideas raised by parishioners - the Community Lunches had been instigated following one such meeting. Other examples of action taken by the PC included the Green Team; the development of the Recycling Centre, annual 'litter picks'. The PC was also able to negotiate with other agencies - eg Suffolk CC and Babergh DC, to try to resolve issues such as the land in front of nos 7 & 8 Upper Street - and the National Grid re pylons and power lines.

MW said the PC had been careful over the years and was now in a position to carry out a small project costing in the region of £1-2000; the PC would welcome input and ideas from parishioners. PG said he would like to see the path at the Mill Lane entrance to the Playing Field extended right across to the Recycling Centre. MW said the work already carried out had only been possible with a grant from Suffolk CC's Locality Budget, and to extend the path all the way across would cost in the region of £15,000. SD said she supported PG's suggestion as the area became very muddy in the winter; in response to her comment that the stones were a problem, MW said these had been put there by mistake by the contractor. SD said a path made from amalgam with resin had been put down at St Mary's School, and suggested that this might be an option.

MK suggested that the 30mph sign in Stoke Road would be better located where the Layham sign was; MW said the PC had tried to have the 30mph sign moved in the past, but there were regulations relating to density of population in the area. He referred to the 'Quiet Lanes' initiative; GJ said tourist areas were more likely to receive this designation. DP suggested investigating the possibility of having warning signs that counted down to the speed limit (eg 300, 200 and 100 yards).

SD voiced concern about the traffic speeding on the main road through Upper Layham. MW said there was a SCC initiative to buy vehicle-activated speed signs to be shared between villages. In response to a question from JCr, AC said it was not possible to hire speed guns - villages could co-own them, but a minimum of 10 volunteers were needed per village, and training would need to be undertaken.

SD said she had spoken to SCC Highways about Water Lane, but nothing had been done. MW said the PC had also received assurances that some action was going to be taken; LG said a job number had been issued - JC would follow this up. In response to a comment from SG that the stream flooding was the main problem, MW said the reason there was no kerb there was probable because in the past it had been a ford; however, this was no longer the case.

SD referred to the problem of dog fouling on the Playing Field and asked whether consideration might be given to erecting a fence around the play equipment area to make it a dog-free zone. MW said this was a good suggestion and had, in fact, been discussed by the Playing Field Committee in the past. However, any such fencing would need to be strong enough to cope with children climbing on it; costings had been done, which showed it would cost several thousand pounds. Another issue relating to the Playing Field was the problem of litter.

The Public Forum concluded at 8pm, when the formal Parish Council meeting began.

\* \* \* \* \*

#### **14.6.1 APOLOGIES**

See above.

#### **14.6.2 DECLARATIONS OF INTEREST**

None.

#### **14.6.3 ELECTION OF VICE-CHAIRMAN**

It was proposed by DP, seconded by RG and agreed unanimously that Louise Allen be re-elected Vice-Chairman for 2014/15.

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

##### **14.6.4.1 District Council report**

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. SW highlighted the new Community Infrastructure Levy (CIL), which was due to replace the old Section 106 agreements in 2015. MW had also reported on this (see Chairman's report), and said the Section 106 money should be spent as soon as possible. Developers would pay into the CIL for things like transport and roads, and this could become part of the planning application process. In response to a question from MW, SW said 15% of the levy itself was taken for the parish; however, if a parish had produced a Neighbourhood Plan, then this would rise to 25%. She confirmed that Babergh had not yet set its levy, but said CIL was not likely to be worth as much as the Section 106 agreements.

The Joint Strategic Plan had now been formally adopted.

##### **14.6.4.2 County Council report**

A written report was circulated, a copy of which is filed with these minutes. GJ said the latest National Grid newsletter had confirmed the pylon issue was on hold until 2022. He was due to see Steve Merry (SCC Highways) and would follow up on some of the points raised during the Public Forum. There would be an open meeting in Polstead Village Hall at 6.30pm on Thursday 17 July where SCC's Broadband expert would give an update on the roll-out. In response to a question from MW, GJ said SCC would welcome any suggestions on saving money.

#### **14.6.4.3 Police report**

There had been no reported crimes since the last meeting. However, AC said there had been an increase in the area generally of break-ins concerning sheds and outbuildings; she distributed some leaflets giving tips to prevent theft. In response to a question from MW, AC said she submitted an article each month to the HCN; however, this was not always published. In future she would copy this to MW who would try to include something in the 'Letter from Layham' page. With regard to the problem of dog fouling, raised in the Public Forum, she said Babergh would provide signs etc and it was Babergh's responsibility to issue fines - although the Police would be willing to take this on if asked. AC would speak to Matt Paisley about the problem, and report back to a future meeting.

#### **14.6.5 MINUTES OF PREVIOUS MEETING**

It was proposed by LG, seconded by JDC and agreed unanimously that the minutes of the AGM held on Wednesday 21 May 2014 should be accepted as an accurate record, and signed accordingly.

#### **14.6.6 ACTIONS FROM THE PREVIOUS MEETING**

##### **14.6.6.1**

JC had confirmed with SW that Babergh's new Locality Officer was Stephanie Lloyd. With regard to Section 106 funding, it was agreed to give some thought to how the money might be used before 2015; JC would find out how to access it and would confirm the amount available.

##### **14.6.6.2 Vehicle-activated speed sign**

JC would liaise with GJ, and would enquire about the possibility of a 'test run'.

##### **14.6.6.3 Burnt-out van on Brett Green**

The van had been removed; JC had contacted Babergh re the damage to the road surface and trees.

##### **14.6.6.4 Risk Register**

JC would use the SALC model to draft a register for Layham - this would be an agenda item for the July meeting.

##### **14.6.6.5 Post Office**

*Ongoing.*

##### **14.6.6.6 Footpaths & Highways**

JC had requested a definitive statement on the status of Wyncolls Lane track and had received a reply confirming that the route was classified as a surfaced, unclassified road (no U8505). Downgrading would result in loss of rights and would be very difficult to do.

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

Tom Barker (Babergh) had assured MW that he would continue to try to broker a meeting to discuss the various possibilities, and would also check with the Land Registry about ownership; JC would send a monthly reminder email.

##### **14.6.6.8 Community Lunch**

LG had met with SL and TL for an update; there was enough money left to fund the next lunch (9 July - already full) and it had agreed to keep the cost at £5 for this one. The cost for future lunches would be reviewed in the autumn.

##### **14.6.6.9 Defibrillators**

JDC referred to the Bernard Gallagher campaign - he had contacted someone from the charity, who had offered support; JDC would report at the next meeting. DP and RG would discuss the refurbishment of the telephone box in Lower Layham.

##### **14.6.6.10 Noticeboards**

JC had contacted Brian Smith and was awaiting a quotation for installing the new noticeboard.

##### **14.6.6.11 Raworth Bungalow**

JC had written to Babergh following their decision to approve the planning application for the erection of two dwellings, garaging and vehicular access; she had now received a response which she would circulate.

#### **14.6.6.12 Ownership of Village Hall**

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

#### **14.6.6.13 Allotments**

JC would look into updating the current agreement.

#### **14.6.6.14 Emergency Planning**

JDC had reminded LA and SL about the questionnaires.

#### **14.6.6.15 Fence between Brett Green & Mill Lane**

MW had still not received a quotation from the contractor he had approached; he would seek an alternative.

#### **14.6.6.16 Lower Layham 'roundabout'**

JC had received a response from SCC to say they were unable to approve the PC's request to put low fencing around the flowerbed.

#### **14.6.6.17 Remembrance Day**

JC had written to some of the descendants of men from Layham who lost their lives in the First World War to invite them to lay a wreath at the War Memorial on Remembrance Sunday. She would update MW on responses received to date.

### **14.6.7 FINANCIAL MATTERS**

#### **14.6.7.1 RFO's report**

It was proposed by LA, seconded by JDC and agreed unanimously that the financial statement as at 25.6.14 should be accepted and payments of £460.75 were authorised.

#### **14.6.7.2 Annual Return for 2013/14**

The Annual Return showed a balance of £14,347 for 2013/14; sections 1 and 2 were subsequently signed by the Chairman and Clerk/RFO. The Accounts and Annual Return for the year ended 31 March 2014 would go to SALC for Internal Audit, and then to BDO for External Audit. The Annual Governance Statement was also signed.

#### **14.6.7.3 VAT Return**

JC would submit the final VAT Return for 2013/14, showing a claim for £268.51.

### **14.6.8 WRITTEN REPORTS FROM COUNCILLORS**

#### **14.6.8.1 Chairman's report**

MW's report was noted.

### **14.6.9 PLANNING**

#### **14.6.9.1 B/14/00664 - Deaves Farm, Potts Lane**

There were no objections to the application.

### **14.6.10 FUTURE EXPENDITURE - TARGETS**

MW's paper was noted, together with feedback from the Public Forum. MW suggested setting up a small working group and this was agreed; the group would comprise MW, LG and RG, and would report back to the next meeting. LA commented that, whilst issues such as speeding were ongoing and should be kept on the agenda, she would like to see money spent on making the village a nicer place in which to live. The working group would meet at 7pm on Monday 7 July, at MW's house.

### **14.6.11 POTHOLE**

MW referred to a recent article in the EADT about the amount of cash available for repairs, and emphasised the importance of reporting all potholes. He suggested dividing the roads in the village between members and would ask SL to coordinate this. LA said she would ask fellow horseriders to also note any potholes and let JC know.

#### **14.6.12 POLICE ATTENDANCE AT PC MEETINGS**

MW said the PC acknowledged how busy the Police were, and wondered whether it would be responsible to say it would not object if Police only attended if there was something to report, or if there were any 'burning' issues. AC said they were told they had to attend two meetings per year, but in fact ensured they attended at least four, and she was happy with that arrangement.

#### **14.6.13 CORRESPONDENCE**

##### **14.6.13.1 Mobile shop**

JC had received an email from someone looking into the possibility of running a mobile shop, and had responded with some information about the village. However, it was agreed that the person concerned should carry out her own research into whether parishioners would welcome such an initiative and, if so, what items they might like to see stocked.

##### **14.6.13.2 WW1 Battlefield tours**

JC had received a letter from Galloway Travel publicising group tours to the WW1 Battlefields - she passed the letter to MW for his file.

##### **14.6.13.3 St Andrew's Church tower**

LA said the Friends of St Andrew's had been disappointed that no acknowledgment had appeared in the HCN of their hard work in raising the money necessary to enable repairs to the church tower, which were now under way. MW referred to the long lead-in time before going to print, but said this would be highlighted in a future issue.

#### **14.6.14 DATE OF NEXT MEETING**

7.30pm on Wednesday 30 July 2014, in the Village Hall.

\* \* \* \* \*