

## LAYHAM PARISH COUNCIL

### Minutes of the meeting of the Council held at 7.30pm on Wednesday 25 November 2015 in the Village Hall

**Present:** Jane Cryer - Clerk (JC)  
John Curran (JDC)  
Ron Gunn (RG)  
Steve Laing - Vice Chairman (SL)  
David Pratt (DP)  
Michael Woods - Chairman (MW)

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

**Apologies:** PCSO Amanda Coleman (AC)  
Sheila Roberts (SR)  
Doreen Sillett (DS)

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#### 15.11.1 APOLOGIES

See above.

#### 15.11.2 DECLARATIONS OF INTEREST

None.

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

##### 15.11.3.1 Police report

No report received.

##### 15.11.3.2 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. With regard to Neighbourhood Plans, MW commented that it had been made clear at a recent meeting he had attended that other types of plans, such as community-led plans, would carry little or no weight with district councils. JW confirmed that such plans would indeed carry less weight than a formally adopted and statutory Neighbourhood Plan, but planners would still take them into consideration when determining applications for development. He said there was a desire at Babergh to work more closely with communities. In response to a comment from SL about hinterland villages, JW said that at some point during the next fifteen years it was possible that a suitable location for a small development might be identified in Layham and a community-led plan could pre-empt that process; however, he confirmed that most development would take place in the core villages and main towns. JW said Babergh had produced an advice sheet and he would send a copy to JC. Councillors were pleased to hear that Babergh had agreed to invest up to £1m in the Funding Circle, a peer-to-peer business lender.

##### 15.11.3.3 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. GJ said the draft budget for 2016-17 was due to go to Scrutiny on 26 November - £73m savings would need to be made over the next two years. In response to a comment from JDC that SCC's reserves were relatively high, GJ said SCC would be using some of this money over the coming year. He drew attention to the consultation on the future of the Suffolk Fire & Rescue Service which would close on 22 February 2016. In response to a question from MW, GJ said he would find out whether there was an executive summary which would help people understand the issues. With regard to ash die-back, he said SCC had been looking at the impact for the county - over 400,000 trees were located close to highways and the cost of disposing of them was around £7m: £250 per tree.

In response to a question from JDC about funding for schools, GH said the situation was likely to improve as a result of the 'Raising the Bar Challenge Fund'. There had been a good attendance at the recent 'We are listening' event held in Morrison's car park in Hadleigh.

#### **15.11.4 MINUTES OF PREVIOUS MEETING**

It was proposed by JDC, seconded by RG and agreed unanimously that the minutes of the meeting held on Wednesday 28 October 2015 should be accepted as an accurate record, and signed accordingly.

#### **15.11.5 ACTIONS FROM PREVIOUS MEETINGS**

Most of the actions were either ongoing, or were on the agenda. With regard to the area of land in front of 7 and 8 Upper Street, MW and JC had met Peter Garrett on site earlier that day and were hopeful that some action would now be taken. JC had obtained some information about employing a part-time Village Keeper and would report in more detail to the next meeting.

#### **15.11.6 FINANCIAL MATTERS**

##### **15.11.6.1 RFO's report**

It was proposed by SL, seconded by JDC and agreed unanimously that payments of £897.17 should be authorised. The work carried out on the playing field under the Community Payback Programme had cost £90; MW said the group had done a very good job.

##### **15.11.6.2 Draft budget for 2016-17**

The working party (MW, JC, JDC and SL) had met to consider the draft budget; JC outlined the group's recommendations:

- 1 The annual donations to the PCC, Playing Field and Village Hall should be increased from £600 to £1000, with a suggestion made to the VH that hire charges for PC meetings should be waived;
- 2 The contingency fund should be increased from £50 to £100;
- 3 The annual subscription to the Suffolk Preservation Society should be cancelled;
- 4 The annual donations to the Air Ambulance and SARS should be increased by £25, to £100 and £75 respectively;
- 5 The amount for improvements to the website should be increased from £50 to £100;
- 6 The precept should be increased from £8,500 to £10,000.

It was proposed by RG, seconded by DP and agreed unanimously to accept the working group's recommendations, with the exception of number 2; it was agreed that the contingency fund would remain at £50.

##### **15.11.6.3 Appointment of internal auditors**

It was proposed by MW, seconded by DP and agreed unanimously that SALC should be re-appointed internal auditors for 2015-16.

#### **15.11.7 REPORTS FROM COUNCILLORS**

##### **15.11.7.1 Emergency Plan**

JDC would revise the communications tree and re-circulate it - he reminded those who had not already done so to confirm that their ELVs were happy to continue to be involved. It was agreed that each coordinator would collect telephone numbers (including mobile numbers) and email addresses where possible. JDC confirmed that he had sent information to SR and DS, and JC had circulated the presentation on Rest Centres to everyone. The Village Hall and the Queen's Head were obvious locations, and possibly the Marquis of Cornwallis in due course; the church was another possibility as the VH facilities could be shared. MW said that a severe emergency was likely to be dealt with by Babergh, using facilities in Hadleigh - JDC said he was liaising with Hadleigh Town Council; it would also be sensible to talk to neighbouring villages. JDC had checked the risk assessments and confirmed they were still valid. He had contacted the gritting volunteers who had confirmed they were happy to continue, and he had re-sent the guidelines from Suffolk CC. He would produce an Emergency Plan summary for the January meeting.

#### **15.11.7.2 Defibrillators**

JDC had submitted the application for a defibrillator for Upper Layham on 8 October (*it was subsequently confirmed that the application had been approved and the equipment cleared for delivery*). It was agreed to wait until this had been installed before considering the purchase of additional defibrillators. SL reported that the defibrillator in Lower Layham had been deployed recently when someone was taken ill in the Queen's Head, although in the end it had not been necessary to use it. He stressed the importance of knowing the code, in order to save time.

#### **15.11.8 30MPH SIGNS NEAR THE MARQUIS OF CORNWALLIS**

MW and JC, together with GH, had met with Suffolk Highways in August. However, nothing further had been heard until JC had received an email earlier in the day saying that a report was being put together for a meeting of the Speed Limit Assessment Panel in February 2016. GJ said he was due to meet Steve Merry in the next few days and would raise the subject then. MW had drafted a response to Steve's email and had also drafted a separate note about the stretch of the B1070 between Hadleigh and Layham. SL suggested that gated entrances/exits might be an alternative solution if the 30mph speed limit was not extended to the whole stretch of road.

#### **15.11.9 ASH DIE-BACK**

Responses to the letter sent in October drawing attention to the Woodland Trust's scheme were noted. MW would follow up with John English.

#### **15.11.10 GROUNDS MANAGEMENT**

##### **15.11.10.1 Old Orchard**

The majority of responses from the residents of Old Orchard had been in favour of the proposal to plant two apple trees, and remove the remnant hedge. MW had therefore drafted a letter to Graham Masters, Babergh DC's contractor.

##### **15.11.10.2 Nos 1-11 Brett Green**

Responses from residents had been overwhelmingly against the suggestion that the grassed area should be left to grow naturally for one year, as an experiment. JC would contact residents to explain that their responses to the consultation had been noted and the experiment would not go ahead.

#### **15.11.11 LEAF CLEARANCE**

It was proposed by MW, seconded by JDC and agreed unanimously to ask Daniel Whymark if the leaf mush could be removed from the pavement outside 1-8 Mill Lane, and Mill Lane itself be cleaned following the large lorries working in Watermill Close.

#### **15.11.12 CORRESPONDENCE**

##### **15.11.12.1 Planning**

It was noted that permission had been granted for the following planning applications, all of which had been discussed at previous PC meetings:

- B/15/01364 - Marquis of Cornwallis (amendments to previous application)
- B/15/01365 - Marquis of Cornwallis (listed building consent in respect of the above)
- B/15/01328 - Cherry Orchard Farm (construction of new vehicular access and erection of single-storey outbuilding/garage)

##### **15.11.12.2 Her Majesty the Queen's 90<sup>th</sup> birthday celebrations**

SALC had emailed all Parish Clerks to find out what events might be planned to coincide with the national events taking in place in London over the weekend of 11 and 12 June 2016. It was agreed that MW would put something in the HCN asking whether anyone was interested in organising an event.

### **15.11.12.3 Horse riders**

JC had been approached by a resident who was concerned about the way some car drivers - and cyclists - did not pay sufficient attention to horse riders; she wondered whether one or two signs might be erected asking drivers to slow down. GJ said SCC was not keen to see too many signs in rural areas, but he would look into the possibility.

### **15.11.13 SCHEDULE OF MEETINGS FOR 2016**

The schedule of meeting dates for 2016 was agreed:

Wednesday 13 January  
Wednesday 17 February  
Wednesday 30 March  
Wednesday 27 April (Annual Parish Meeting)  
Wednesday 25 May (AGM)  
Wednesday 29 June  
Wednesday 27 July  
Wednesday 24 August  
Wednesday 28 September  
Wednesday 26 October  
Wednesday 30 November

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