

LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on Wednesday 26 November 2014 in the Village Hall

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| Present: | Jane Cryer - Clerk (JC) John Curran (JDC) Lesley Garnett (LG) Ron Gunn (RG) Steve Laing (SL) - part David Pratt (DP) Michael Woods - Chairman (MW) |
| In attendance: | PCSO Julia Bignell (JB) Gordon Jones, Suffolk CC (GJ) Sue Wigglesworth, Babergh DC (SW) |
| Apologies: | Louise Allen - Vice Chairman (LA) PCSO Amanda Coleman (AC) |

14.11.1 APOLOGIES

See above.

14.11.2 DECLARATIONS OF INTEREST

None.

14.11.3 DEFIBRILLATORS

David Jones from BOC had been unable to attend as planned, but would come to the January 2015 meeting instead.

14.11.4 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

14.11.4.1 Police report

There had been no reported crimes since the last meeting. JB would speak to AC about the ongoing problem of the chickens at no 6 Upper Street. MW said AC was sending him her regular newsletter, but it was not possible to include this in full in the HCN due to lack of space; JC would look into the possibility of putting it on the website.

14.11.4.2 District Council report

A written report was circulated, a copy of which is filed with these minutes. MW said he had received a letter from SW saying that she did not plan to stand for re-election in 2015, after 24 years. He thanked her for her support; SW said she would be happy to assist with the hand-over to her successor.

14.11.4.3 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. It was noted that there would be a meeting during the first week of December concerning the A12 resurfacing work to be carried out in the new year; the date had not yet been confirmed. GJ said he would be raising some other issues concerning the A12, particularly in the Stratford St Mary area where minor accidents appeared to be causing the road to be closed for hours at a time. He said the Highways Agency would become a separate company from April 2015. Suffolk County Council's budget would go to full Council in February; there would be no increase in Council Tax, although savings of around £40m would still have to be made. In response to a question from RG about the possibility of a shared vehicle-activated speed sign, GJ said there had been little interest from surrounding villages - JC would raise this at the next meeting of Raydon PC. If Layham wanted to go ahead on its own, GJ said he would contribute towards the cost - although it was preferable to have a sign that moved location from time to time.

Children's Centres

With regard to the consultation on the future of Children's Centres in Suffolk, GJ said this was due to go to Cabinet on 9 December. A paper would go to the Leader on 27 November and would then be in the public domain on Monday 1 December. MW commented that it had been extremely difficult to find the information necessary to make a considered response to the consultation; he felt that alternatives should have been made clear at the time. GJ agreed that some of the wording might have been misleading - for example, the word 'merger' and he stressed that services were not being closed. Currently the service operated for 14.5 hours at the Corn Exchange in Hadleigh and it was likely to transfer to the Leisure Centre for 2.5 days per week; GJ confirmed that there would be storage facilities available, and clear signage, although the Children's Centre would not have a dedicated room. In response to a question from MW, GJ said the facility at the Hadleigh Leisure Centre would not be staffed all the time - the Children's Centre in East Bergholt would be a 'hub' with staff visiting Hadleigh as required. GJ also said that 'hard to reach' families did not tend to visit Children's Centres, but needed home visits. He confirmed that Cabinet would make the final decision and there would be no further consultation.

14.11.5 MINUTES OF PREVIOUS MEETING

It was proposed by DP, seconded by JDC and agreed unanimously that the minutes of the meeting held on Wednesday 29 October 2014 should be accepted as an accurate record, and signed accordingly.

14.11.6 ACTIONS FROM THE PREVIOUS MEETING

14.11.6.1 Speeding

JC had submitted an online request for information on accidents in the Benton Street / Upper Layham area and had received a brief response stating that there had been 13 accidents reported to Suffolk Constabulary since 2008; she would request further information. JC had written to Steve Merry, Suffolk Highways, to ask whether the permission granted for the development of the Marquis of Cornwallis might make it easier to extend the 30mph speed limit on the B1070; she would forward his response to councillors. She had also asked Highways to consider altering the priority to give vehicles priority down Brett Green, as this might help to slow vehicles down. No response had yet been received - however, in the meantime an email had been received from Doreen Sillett pointing out some issues to take into consideration. MW would acknowledge her email, which was helpful.

14.11.6.2 Section 106 money

JC had asked Nick Elliott to clarify the position.

14.11.6.3 Burnt-out van on Brett Green

MW and RG would remove the damaged tree in the spring.

14.11.6.4 Ownership of Village Hall

JC had discussed the ownership of the Village Hall with DP, who would pass his files to her as background information to help her research.

14.11.6.5 Allotments

JC would look into updating Layham's standard agreement before the annual renewals in April 2015. There was still one outstanding invoice relating to the water supply and JC was chasing payment; it was agreed that a clause should be included in the standard agreement stating a time limit for payment of invoices.

14.11.6.6 Potholes

MW had submitted his report to SL. RG said there were no problems on Brett Green, apart from a blocked drain. Once SL had received everyone's reports, he would contact SCC. With regard to repairs to Water Lane, SL said Ian Richardson was currently on holiday and when he returned, he would be moving to another department within SCC; SL would make contact with his successor.

14.11.6.7 Footpath across the Playing Field

MW would continue to liaise with the Playing Field Committee.

14.11.6.8 Telephone boxes

RG and DP had started to refurbish the telephone box next to the Queen's Head, prior to the installation of the defibrillator.

14.11.6.9 Environmental matters

JC would follow up with Anglian Water and Babergh. She had received a response from Flagship re Gardener's Close, and would circulate the email.

14.11.6.10 Defibrillators

JC confirmed that she had placed the order for the defibrillator to be located in the telephone box in Lower Layham. JDC and RG had given some thought to a location for a second defibrillator in Upper Layham, which needed to be in an open area and near to an electricity supply. JDC said that one potential location was the side wall of no 57 Brett Green; RG would approach the owner to see if he would be agreeable. If so, an incentive would be offered; the PC would cover the electricity supply costs. JDC proposed that the money raised from recycling credits - approximately £450 for the current year - should be put towards this project; his proposal was seconded by DP and agreed unanimously. It was also agreed that other funding sources, including grants, should be researched. JDC would produce a detailed costing for electrical work by the next meeting.

14.11.6.11 Raworth Bungalow

Following Babergh's decision to approve the reduction in the visible splay, JC had written to request an explanation of how planning policy could be disregarded; she would chase a response.

14.11.6.12 Land in front of 7 & 8 Upper Street

JC would continue to chase Tom Barker for a meeting date.

14.11.6.13 Grit bin for Water Lane

MW was liaising with Nigel Morsman about a grit bin at the top of Water Lane.

14.11.6.14 War Memorial

JC would remind Neil Luxton to submit his invoice for cleaning the War Memorial. It was agreed to give Neil a bottle of wine as a thank-you for carrying out the work at short notice, in time for Remembrance Day.

14.11.6.15 Art Workshop

MW had written to thank all those who had helped with the workshop.

14.11.6.16 Complaint re chickens - no 6 Upper Street

JC had written to the tenant and had received a reply to say the chickens were due to be re-homed as soon as possible. Flagship had visited the property and had also been told the chickens were due to go - however, this had not yet happened (see also minute 14.11.4.1).

14.11.7 FINANCIAL MATTERS

14.11.7.1 RFO's report

It was proposed by JDC, seconded by DP and agreed unanimously that the financial statement as at 26.11.14 should be accepted and payments of £2,686.38 were authorised.

14.11.7.2 Draft budget / precept

The budget working party had met on 24 November and a draft budget had been circulated; JC confirmed that provision had been made for election expenses in 2015. It was the recommendation of the working party that the precept should remain at £8,500 for 2015/16; it was proposed by LG, seconded by DP and agreed unanimously to accept the recommendation. It was also agreed that a budget summary should be presented to the 2015 Annual Parish Meeting, including a summary of what the Parish Council had achieved during the last four years.

14.11.7.3 Appointment of internal auditor

It was proposed by RG, seconded by LG and agreed unanimously that SALC should be reappointed as internal auditors for 2015/16.

14.11.8 WRITTEN REPORTS FROM COUNCILLORS

14.11.8.1 War Memorial project

MW's report was noted.

14.11.8.2 Community Energy Conference

MW's report was noted.

14.11.8.3 Community Lunch

LG's report was noted.

14.11.9 PLANNING

14.11.9.1 B/14/01211 - Squirrels, 2 Rands Lane

It was noted that permission had been granted for the erection of a two-storey side extension and detached garage.

14.11.9.2 B/14/01109 - Pipkin House, Pipkin Hill

With regard to the application for the erection of a first floor extension, councillors felt the information provided (in particular, the quality of the drawings), made it difficult to make a judgement. However, they were concerned about the visual impact of the proposed extension and the unorthodox roof line. JC would write to Babergh to express these concerns.

14.11.9.3 B/14/01357 - Layham Hall, Upper Street

There were no objections to the application for replacement of the ridge to the indoor training building.

14.11.10 RISK REGISTERS

It was proposed by LG, seconded by DP and agreed unanimously to formally adopt the draft Risk Register.

14.11.11 INTERNAL CONTROLS

It was proposed by RG, seconded by JDC and agreed unanimously to formally adopt the draft Internal Control statement.

14.11.12 CORRESPONDENCE

None.

14.11.13 NEXT MEETING

7.00pm on Wednesday 14 January 2015, in the Village Hall (*please note 7pm start, to allow for presentation by David Jones from BOC*).

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