

LAYHAM PARISH COUNCIL

DRAFT Minutes of the meeting of the Council held at 7.30pm on Wednesday 26 June 2019 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: Gordon Jones, Suffolk CC (GJ)
John Ward, Babergh DC (JW)
Parishioner

Apologies: None

19.6.1 WELCOME & APOLOGIES

CB welcomed Bill Paton and Tony Stenning to their first meeting, having been co-opted at the Extraordinary Meeting held on 13 June 2019. There were no apologies.

19.6.2 DECLARATIONS OF INTEREST

None.

19.6.3 PUBLIC FORUM

The parishioner present referred to agenda item 19.6.11 pointing out, as an ex-councillor, that responsibilities included actions, not just monitoring; the PC would take this into account when reviewing the paper (see also minute 19.6.11, below).

19.6.4 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

19.6.6.1 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. JW said he was grateful for the Government's support to help rough sleepers; the numbers were relatively low in Babergh's urban areas, but the funding would enable early intervention. In response to a question from JDC, JW confirmed that the sum of £209,000 awarded was the full amount of the joint bid. Babergh and Mid Suffolk had commissioned a comprehensive housing satisfaction survey, the first such in five years. The new draft Local Plan would be out for consultation from 22 July until 30 September. JW's report included a list of members of the new Cabinet. In response to a question from JDC, JW explained that the role of Chairman was largely ceremonial, although the Chairman controlled the Council meetings; Leader was a political role. JW said all meetings were live streamed on YouTube and recordings were available after meetings.

19.6.6.2 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. GJ said work had just started on a boundary review. In response to a question from JDC, GJ said SCC was the third largest landowner in the county mainly because it owned county farmlands, which provided a way for young farmers to enter the industry. Some land could potentially be made available for housing; JW said this would help BDC to meet its targets.

19.6.5 MINUTES OF PREVIOUS MEETING

It was proposed by MW, seconded by SR and agreed that the minutes of the extraordinary meeting held on Thursday 13 June 2019 should be accepted as an accurate record, and signed accordingly.

19.6.6 ACTIONS FROM PREVIOUS MEETINGS

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

19.6.6.1 Pavement from Upper Street to Benton Street

With regard to the issue of overgrown vegetation along the pavement, Suffolk Highways had asked the community engineer to liaise with the PC. This issue would be included in the list of queries to be sent to GJ concerning the Self-Help Scheme (see 19.6.10).

19.6.6.2 Thank you to ex-Councillors

JC confirmed that thank-you cards had been sent to Ron Gunn and Steve Laing, as suggested by MW at the last meeting.

19.6.7 FINANCIAL MATTERS

19.6.7.1 Internal audit report

The internal audit had just been completed and JC had circulated the report to councillors; SALC's recommendations would be noted at the July meeting.

19.6.7.2 2018/19 AGAR - Section 1, Governance Statement

It was proposed by DP, seconded by CB and agreed unanimously that Section 1 (Governance Statement) should be approved; it was signed by the Chairman and Clerk/RFO.

19.6.7.3 2018/19 AGAR - Section 2, Accounting Statements

It was proposed by CB, seconded by DP and agreed unanimously that Section 2 (Accounting Statements) should be approved; it was signed by the Chairman and Clerk/RFO. JDC expressed concern that the reserves quoted were misleading, as the total included funds held for the Village Hall, the Playing Field and Layham Local History Group, as well as the PC itself. JC suggested that she should produce a quarterly update for councillors; this was agreed.

19.6.7.4 RFO's report

It was proposed by JDC, seconded by DP and agreed unanimously that the finance report for 26 June 2019 should be approved and payments of £465.78 should be authorised. It was noted that a refund of £850.80 from UKPN in respect of the Brett Green defibrillator had been received.

19.6.8 REPORTS FROM COUNCILLORS

19.6.8.1 Village Review update

The guiding principles for the Village Review working group as outlined in CB's paper were noted. The main issue arising from the review was speeding. GJ said he had attended a meeting with the PCC and representatives of the police, together with Mary Evans and Cllr Tony Goldson from Halesworth, where the ANPR cameras had been trialled. He said the police had now agreed to support the initiative; details were still to be confirmed. BP asked whether the comments about speeding along the B1070 (Upper Street) were based on police data - CB said it was more about the perceptions of parishioners who lived on that road; also the number of accidents in recent years. TS stressed the importance of measuring traffic at peak times. BP commented that there could be other potential solutions apart from cameras, and it was important to manage people's expectations; CB agreed that all options should be considered, along with costs. She proposed that a working group should be set up to work on an options paper to go to full Council; this proposal was seconded by JDC and agreed unanimously; the group would comprise JDC, BP and TS. The group would meet as soon as possible to produce a paper outlining the intended approach, together with an indicative timeline.

19.6.8.2 SALC Area meeting

MW's report was noted. There had been considerable discussion about the new self-help scheme launched by SCC (see minute 19.6.10).

19.6.9 PLANNING

19.6.9.1 DC/19/02378 - 4 Upper Street

It was noted that the change of external material of porch to cladding had been approved.

19.6.9.2 DC/19/02065 - 7 Old Orchard, Upper Street

It was noted that permission had been granted for the erection of a single storey rear extension.

19.6.9.3 DC/19/00717 - Stows Cottage, Upper Street

It was noted that reserved matters had been approved.

19.6.9.4 DC/19/01396 - The Haven, Stoke Road

It was noted that permission had been granted for the erection of a single storey front extension & side porch extension, with associated windows/French doors

19.6.9.5 DC/19/01577 - Raworth Lodge

It was noted that permission had been granted for works to trees.

19.6.9.6 DC/19/01942 - Deaves Farm, Potts Lane

It was noted that permission had been granted for part change of use of barn to office unit.

19.6.10 SCC COMMUNITY SELF-HELP SCHEME

The scheme had been developed in partnership with town and parishes across Suffolk. Highways had committed £100,000 in its first year to help fund training, personal protective clothing and tools. MW felt the reality was that there was not enough money available at county level and therefore SCC wanted to encourage local communities to carry out some of the work instead. Those villages who had expressed a wish to do more tended to be those with more funding - for example, those with CIL payments. Councillors had several concerns, including:

- Insurance
- Funding
- Health & Safety
- What could be done as in the past (eg litter picks) and what would change

GJ suggested that a full list of queries and concerns be emailed to him; he would then pass it on to Mary Evans for a full response. There would therefore be a full discussion about the scheme at the July meeting.

19.6.11 COUNCILLORS' ROLES & RESPONSIBILITIES

CB introduced this item and asked councillors to consider the paper that had been circulated so that a full discussion could be held at the next meeting, and decisions made; it was noted that this paper was several years old and would require updating - it was a starting point only.

19.6.12 CORRESPONDENCE

19.6.12.1 Footpath from Church Lane to Waterhouse Farm

A parishioner had emailed JC about the current state of the footpath, which was heavily overgrown and almost impassable. TS volunteered to contact the landowner.

19.6.12.2 Bin collection days

JC had received an email from Babergh to say the collection day for some households would be changing in July. However, this would not apply to all households - those who would be affected would receive a letter in early July.

19.6.13 CLERK'S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING

None.

19.6.14 DATE OF NEXT MEETING

7.30pm on Wednesday 17 July 2019, in the Village Hall.

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