

LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on
Wednesday 26 June 2013 in the Village Hall

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

13.62.1 APOLOGIES

See above.

13.62.2 DECLARATIONS OF INTEREST

None.

13.62.3 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

13.62.3.1 District Council report

SW reported verbally on the transformation programme, which was progressing as planned; it was anticipated that all posts would be filled by the end of July. Babergh and Mid Suffolk had won first prize in the 'Shared Services' category at the 2013 MJ Awards, which were open to all county, district and unitary authorities across the country. MW asked that the PC's congratulations be passed on to everyone at Babergh.

13.62.3.2 County Council report

GJ said there was little to add to his previous report. He had met with the SCC Highways team, including Steve Merry and Ian Richardson, for an update. He said that the announcement concerning the Spending Review meant that savings of around £150 million would need to be found over the next four years. With regard to the rough ground outside 7 and 8 Upper Street (discussed at the last meeting), he said SCC were unable to take any action until the building works were completed.

13.62.3.3 Police report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. There had been one reported crime since the last meeting: possession of a class 'B' drug (cannabis) at a property in Upper Street.

13.62.4 MINUTES OF PREVIOUS MEETING

It was proposed by DP, seconded by JDC and agreed unanimously that the minutes of the meeting held on Wednesday 5 June 2013 should be accepted as an accurate record, and signed accordingly.

13.62.5 ACTIONS FROM THE PREVIOUS MEETING

13.62.5.1 National Grid

MW, JDC and David Pearce would meet GJ in early July to brief him on National Grid issues. As agreed at the last meeting, JC had written to National Grid concerning their request for baseline data; no response had yet been received.

13.62.5.2 Neighbourhood Watch

JC had reminded Dusty Miller to send the *policedirect* newsletters to her so that she could circulate them to the community email group. MW would continue to approach people to see if they would be interested in acting as coordinators in Upper Layham.

13.62.5.3 Textile recycling

Babergh had advised LG that delivery of the 'satellite' textile bin to be located in the Queen's Head car park was imminent; once in place, JC would send a community email.

13.62.5.4 Noticeboard at Recycling Centre

LA had approached Bob Barbiaux and was awaiting a response.

13.62.5.5 Speeding

JC had once again reminded Suffolk CC's Highways department about her request for speeding surveys in Upper Layham, either side of the bend where the 30mph sign was situated, and also in Lower Layham on Stoke Road, from Turner's Cottage to just beyond Cobbler's Corner. GJ would also raise this with the Highways department.

13.62.5.6 Grit bin

SL would deliver the bin and MW, JDC and RG would put it in place.

13.62.5.7 Marquis Of Cornwallis

JC would continue to liaise with Babergh - *ongoing*.

13.62.5.8 Telephone boxes

SL, DP and RG would start by repainting the box in Lower Layham over the summer. With regard to the box in Upper Layham MW suggested that relocating it, possibly to Brett Green, might be a possibility.

13.62.5.9 Pavement between Upper Layham and Hadleigh

GJ had raised this issue with Suffolk CC Highways, who had agreed to treat the elder.

13.62.5.10 Planning

JC had written to Babergh requesting guidance on planning issues; their response had been circulated to councillors. SW said that, where listed buildings were involved, the Society for the Protection of Ancient Buildings now carried more weight than English Heritage.

13.62.5.11 Risk Register

JC had requested a 'model' from SALC.

13.62.5.12 Armed Forces Day

A flag had been purchased and would be flying from the church tower from 24-29 June.

13.62.5.13 Babergh summer holiday activity provision

MW had expressed an interest in the provision of activities for younger children; he was awaiting a response.

13.62.5.14 Ownership of Playing Field

LA to seek legal advice before the next meeting.

13.62.6 FINANCIAL MATTERS

13.62.6.1 RFO's Report

It was proposed by LA, seconded by JDC and agreed unanimously that the financial statement as at 26.6.13 should be accepted and payments of £221.12 authorised. It was noted that a VAT repayment of £1117.49 had been received from HMRC.

13.62.6.2 Internal audit

JC confirmed that the internal audit had been completed by SALC; she would request an electronic copy of the internal audit report for circulation. The accounts and Annual Return would be sent to BDO for external audit.

13.62.7 WRITTEN REPORTS FROM COUNCILLORS

13.62.7.1 Emergency Planning

JDC said he was keen to move this initiative forward. He asked everyone to study the list of suggested groupings already circulated and respond to him by Thursday 4 July with any suggestions/amendments, so that the communications tree could be finalised. He would then have a further meeting with DP and RG and draft a 'script' so that everyone was clear on what was required before approaching people and asking them to help.

JDC had prepared a Risk Assessment, which had been circulated. He asked that everyone should look at this and, again, respond to him by Thursday 4 July confirming either that they were happy with it, or making suggested amendments/additions. With regard to the risk of flooding, MW suggested that home owners should be made aware of the possibility of water entering their homes from the Brook.

He had also circulated information on how social media - eg Twitter, Facebook, might be used to assist with emergency planning. It was proposed by LA that he should investigate this further and report back to the next meeting. This proposal was seconded by MW and agreed unanimously.

13.62.7.2 Green Team

LG's report was noted. MW and LG had discussed possible new 'green' initiatives, including the creation of more 'wild' areas where flowers would be preserved rather than being automatically cut back at the start of the summer - this would also help to preserve insect breeding areas. MW proposed that Suffolk Wildlife Trust should be asked whether they would be prepared to come to a PC meeting to explore this idea further; his proposal was seconded by JDC and agreed unanimously - JC would contact SWT.

JDC reported that the lorry emptying the bottle bank at the Recycling Centre had reversed into a car, highlighting a problem with cars parking opposite the entrance. It was agreed that JC would draft a note warning residents of the risk, which MW would deliver; she would also send a community email.

The next Community Lunch would be held at 12 noon in The Queen's Head on 24 July.

13.62.8 PLANNING

13.62.8.1 B/13/00477 - Hillside, Upper Street

It was noted that permission had been granted for insertion of a dormer window and roof lights to the garage attic.

13.62.8.2 B/13/00407 - 2 Orchard Cottages, Upper Street

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

13.62.8.3 Hill Farm

An email had been received from Graham Gradwick-Light concerning his application to build a ménage at Hill Farm. However, it was agreed that the PC could not consider any planning applications until the appropriate papers had been received from Babergh.

13.62.9 POST OFFICE

Following the decision by Marion Hughes to retire as Sub-Postmistress, the Post Office would close on Tuesday 30 July 2013. MW proposed contacting the Post Office to ask whether they would consider continuing the facility if someone wanted to take it over; this was seconded by JDC. Before writing, JC would ask SALC whether they aware of any mobile post offices operating in the county.

13.62.10 DATE OF NEXT MEETING

The next meeting would be at 7.30pm on Wednesday 31 July 2013, in the Village Hall.

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