

## **LAYHAM PARISH COUNCIL**

**Minutes of the meeting of the Council held at 7.30pm on  
Wednesday 27 November 2013 in the Village Hall**

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

**In attendance:** PCSO Amanda Coleman (AC)  
Gordon Jones, Suffolk CC (GJ)  
Sue Wigglesworth, Babergh DC (SW)

**Apologies:** Louise Allen - Vice Chairman (LA)

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### **13.11.1 DEFIBRILLATORS**

The Chairman welcomed Jon Needle (JN), Community Partnerships Manager (Suffolk), East of England Ambulance Service. JN explained the process of setting up a Community Public Access Defibrillator site. Following his presentation, councillors discussed the possibility of installing defibrillators in both telephone boxes in the village. This was agreed in principle, but further research would be carried out before a final decision was made. JDC would look into the power requirements; it was also agreed to see whether there were any grants for such projects - SL said there might be some funds available from the Queen's Head charity.

This would be an agenda item for the January meeting.

### **13.11.2 APOLOGIES**

See above.

### **13.11.3 DECLARATIONS OF INTEREST**

None.

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

#### **13.11.4.1 District Council report**

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. SW said the transformation process was continuing. BDC would continue to work with communities, helping them to help themselves by providing expertise and guidance. BDC was keen to encourage more effective recycling; LG suggested that some villages could be used as examples of good practice. In response to a question from SL, SW said the future of the council offices in Corks Lane was definitely on the agenda but no decision had yet been made.

#### **13.11.4.2 County Council report**

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. With regard to the budget, SCC had identified savings of £38m. The budget would be finalised in February 2014. In response to a question from MW, GJ said all the county councils were opposed to the tolling of the A14, especially as it would be the only toll road in the country where there was no reasonable alternative. GJ was due to attend a National Grid meeting on 28 November and would let the PC know if there was anything significant to report.

#### **13.11.4.3 Police report**

There had been one reported crime since the last meeting - theft of heating oil from a property in Lower Layham. AC said heating oil thefts were on the increase at the moment, as were shed break-ins. She said information on alarms, locks etc was available from the police station.

With regard to speeding, she said she had operated the SID device in Upper Layham during late afternoon/early evening on 24 and 25 October; she confirmed that 35mph was used as the criterion for measuring speeding. AC said there were insufficient properties between Benton Street and Upper Layham to justify a 30mph limit; the only other criterion was if a location was a serious accident spot. With regard to a VAS device (wires across the road), GJ would raise this with the County Council; LG asked whether the road could be looked at in relation to the other villages along it, eg Raydon, Holton St Mary. It was proposed by MW, seconded by JDC and agreed unanimously that a request should be made to move the existing speed limit signs - eg at the Marquis end of Upper Layham the sign could be moved nearer to Windy Ridge and, in the other direction, the sign could be moved forward at the top of Pipkin Hill.

GJ had pursued the issue of where the school bus stopped with SCC's Passenger Transport team. Both SCC and the operator (Carter's) were aware of the problem and had considered various alternatives; however, SCC felt that the physical nature of the site made it impossible to create any suitable southbound bus stop infrastructure. MW said a parishioner had been liaising direct with the bus company and had suggested following the American solution - ie the bus would stop in the middle of the road and the driver would wait until all the children were safe before moving on. SL suggested there should at least be some signage indicating that children were getting off a bus. GJ said that all county councils were currently looking at the statutory provision of school buses in the light of budget cuts.

### **13.11.5 MINUTES OF PREVIOUS MEETING**

It was proposed by JDC, seconded by RG and agreed unanimously that the minutes of the meeting held on Wednesday 30 October 2013 should be accepted as an accurate record, and signed accordingly.

### **13.11.6 ACTIONS FROM THE PREVIOUS MEETING**

#### **13.11.6.1 Speeding**

See minute 13.11.4.3.

#### **13.11.6.2 Marquis Of Cornwallis**

The open meeting held on Monday 11 November had been well attended and JC had circulated notes. With regard to the question of whether there was a covenant on the land currently used as a car park, JC said the PC would incur a cost if a land registry check was made; she suggested asking Richard Groom (the previous owner of the land) if he had any information.

#### **13.11.6.3 Telephone boxes**

JC had ordered the paint.

#### **13.11.6.4 Risk Register**

JC would use the SALC 'model' to draft a risk register for Layham PC; this would be circulated to members in due course for comment - *ongoing*.

#### **13.11.6.5 Post Office**

JC was liaising with the Post Office over the possibility of an outreach post office facility for two hours per week in the Village Hall; she had been told that another potential option was a weekly visit to Layham by a mobile post office. She would report back when there was any further news - *ongoing*.

#### **13.11.6.6 Wind turbines**

JC had chased Babergh for a response to her email setting out the PC's concerns and asking for these to be addressed in the Core Strategy.

#### **13.11.6.7 Clearing of road edges**

SL would set up a working group to address this - *ongoing*.

#### **13.11.6.8 Audit of trees and shrubs**

MW said Babergh had not yet had time to make a site visit, but he would press for this to happen in January.

#### **13.11.6.9 Remembrance Day**

The War Memorial had been cleaned before Remembrance Sunday.

#### **13.11.6.10 Grit bins**

JC had contacted SCC to ensure they were aware of the locations of all the bins so that they could be topped up if necessary.

#### **13.11.6.11 Lunch Club**

The profit from the community lunches had been banked.

#### **13.11.6.12 Driveway at Brook Cottage / Blacksmith's Cottage**

JC would speak to the landlords to discuss what might be done.

#### **13.11.6.13 Recycling credits**

JC confirmed that the total amount to date of recycling credits received for the current year was £194.22; it was anticipated that the previous year's total of £380 would be reached or exceeded. It was agreed that the funds should be used for the benefit of the community - possibly towards the cost of the defibrillators in the telephone boxes, should it be decided to go ahead with this project. It was proposed by LG, seconded by SL and unanimously agreed that there should be a piece in the Hadleigh Community News relaunching the Recycling Site.

#### **13.11.6.14 Emergency Plan**

JDC referred to the meeting held on 25 November (see also minute 13.11.4.1). He proposed that plug-in telephones costing £5-£6 should be purchased for all the Emergency Link Volunteers (ELVs) to aid communication in the event of loss of power. However, MW proposed that volunteers should be encouraged to provide their own plug-in phones (it was noted that some may already have one), but that the Parish Council would assist if requested to do so. This proposal was seconded by SL and agreed unanimously. The next stage in the preparation of the Emergency Plan would be to provide ELVs with a questionnaire to be completed by all residents, if they wished to do so, in order to find out more about the skills and equipment within the parish. It was agreed that a new tab for the Emergency Plan should be created on the website.

#### **13.11.6.15 Raworth Park**

JC had written to Babergh concerning the planning application discussed at the last meeting.

#### **13.11.6.16 School bus**

See minute 13.11.4.3.

### **13.11.7 FINANCIAL MATTERS**

#### **13.11.7.1 RFO's Report**

It was proposed by SL, seconded by LG and agreed unanimously that the financial statement as at 27 November 2013 should be accepted; payments of £745.61 were authorised.

#### **13.11.7.2 Draft budget**

The budget working party had met to consider the draft budget for 2014-15, which had been circulated. As agreed two years' ago, the precept would remain at £8,500 for the next year. It was noted that a small adjustment should be made to take account of the Clerk's salary increment; with this amendment, it was proposed by MW, seconded by RG and agreed unanimously that the budget for 2014-15 should be accepted.

In response to a question from JDC concerning the Parish Plan, it was agreed that this should be reviewed internally and would therefore be an agenda item for the February 2014 meeting.

#### **13.11.7.3 Internal Auditors**

It was proposed by MW, seconded by DP and agreed unanimously that SALC should be reappointed as internal auditors for 2013-14.

### **13.11.8 WRITTEN REPORTS FROM COUNCILLORS**

#### **13.11.8.1 Chairman's report - National Grid**

MW referred to the decision by National Grid to put on hold the Bramford to Twinstead project, and thanked the members of the working group - Louise Allen, Robert Keeble, John Curran, David Pearce and Nick Reid - for their hard work. He said that there was now an important five year period in which to continue to build a defence against overhead power lines and suggested trying to make more of the East Anglian School of Painting which operated from Benton End under the guidance of Sir Cedric Morris. He also felt it would be worthwhile trying to extend the AONB further into the Brett Valley, on the back of the work already done by the Stour Valley Society. JDC seconded MW's proposal to continue with the group, and this was agreed unanimously.

### **13.11.8.2 Footpaths & Highways**

SL's report had been circulated prior to the meeting. The Wyncolls Lane track had been cleared by the landowners following a letter from SCC Highways. JC would write to Charles Partridge and the Dunns thanking them for their cooperation. SL had asked whether the route could be downgraded to a bridleway; MW suggested that a quote should be obtained from SCC, before approaching the owners of Moat Hall. However, DP thought the track had already been downgraded some time ago and would check his files. SL had also discussed with SCC the ongoing lack of maintenance of Pope's Green Lane and the drainage problems on Overbury Hall Road. He would also ask them to consider cleaning up the bottom of Mill Lane, and Water Lane.

SL said the ground surrounding the War Memorial was on a slope and tended to be muddy, and suggested that the PC might help to fund a hard-standing area in time for next year's 100<sup>th</sup> anniversary of WW1; MW said, given the rural nature of the churchyard, it might be better to level the ground and re-turf. However, it would be for the PCC to decide if they wanted to do anything. It was proposed by SL, seconded by DP and agreed unanimously that SL should approach the PCC.

### **13.11.8.3 Green Team**

LG had received a report from the Suffolk Wildlife Trust, following their site visit, and she and MW would meet to discuss this. The next Community Lunch would be held on 5 March 2014, organised by Sue Curran.

## **13.11.9 PLANNING**

### **13.11.9.1 B/13/00821 - Raworth Bungalow, Upper Street**

It was noted that the application for re-pollarding of six lime trees had been approved.

### **13.11.9.2 B/13/01155 - Raworth Bungalow, Upper Street**

It was noted that the location name had been changed from Raworth Park to Raworth Bungalow.

### **13.11.9.3 B/13/01158 - Raworth Bungalow, Upper Street: conversion and extension of existing cartlodge to form two-storey dwelling & erection of detached double garage**

Councillors expressed concern about access and potential traffic issues, as well as concerns already expressed in relation to previous planning applications; JC would write to Babergh accordingly.

## **13.11.10 CORRESPONDENCE**

### **13.11.10.1 Phone boxes**

A suggestion had been made by a parishioner that the local play group be asked to make paintings to fill each window - eg snowflakes for Christmas, flowers in the spring etc. It was agreed that JC would speak to the playgroup organisers to see if they would like to do this.

### **13.11.10.2 Babergh Community Achievement Awards**

It was decided not to make any nominations for the 2014 awards.

## **13.11.11 DATE OF NEXT MEETING**

7.30pm on Wednesday 15 January 2014, in the Village Hall.

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