

LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on
Wednesday 28 March 2018 in the Village Hall

Present: Jane Cryer - Clerk (JC)
Ron Gunn (RG)
Steve Laing - Vice Chairman (SL)
David Pratt (DP)
Sheila Roberts (SR)
Doreen Sillett (DS)
Michael Woods - Chairman (MW)

In attendance: Gordon Jones, Suffolk CC (GJ)
John Ward, Babergh DC (JW)

Apologies: John Curran (JDC)

18.3.1 APOLOGIES

Apologies from JDC were accepted.

18.3.2 DECLARATIONS OF INTEREST

None.

18.3.3 PUBLIC FORUM

No parishioners were present.

18.3.4 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

18.3.4.1 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 the boundary review, the Boundary Commission had released updated recommendations and was now inviting further comment. JW said there had been no changes to the recommendations affecting Layham. Referring to JW's February report, SL said he had met some people outside the Corks Lane offices who were unaware that BDC had moved. In response to his comment that a list of visitors should continue to be kept, and that it seemed more people made personal visits to the council offices than actually recorded, JW said he would raise this with Babergh's CEO. In response to a further question from SL, JW said the cost of security for the Corks Lane site was less than £120,000 per annum, but it was likely that the security team would be gone within the year. With regard to the proposed merger with Mid Suffolk, JW said there would be another referendum given the strength of feeling amongst councillors. The Secretary of State wanted to see a general level of support for the merger within the district, then the Cabinet would make the final decision. In response to a question from SL, JW said the Secretary of State appeared to be supportive of the merger.

MW congratulated Babergh on taking silver awards in both the Working Together and Council of the Year categories of the 2018 Public Sector Transformation Awards.

18.3.4.2 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. GJ said there was concern at Westminster that some local authorities were in a challenging financial position - for example, Northamptonshire had declared bankruptcy. Many councils were considering moving from a 2-tier system to a unitary authority. In response to a comment from DP that a unitary authority could still have financial problems, GJ said unitaries were less costly to run than a 2-tier system. With regard to Children's Services, the LGA was currently looking at costs in different counties, which ranged from £585 to £1085 per child, with some of the worst performing councils appearing to be the most costly. Suffolk was in the bottom

quartile of costs per child, and the top quartile for being judged 'good'. Suffolk CC would be holding a public consultation over the future of the Record Office Service in Lowestoft and the results would be presented to Cabinet later in the year. In response to a suggestion from SL that the Record Office could move to Corks Lane. GJ said people would not be happy if their records were sent anywhere else. A paper would be going to Cabinet in early April regarding the extension of AONBs and Coasts & Heaths. Commonwealth Day had been celebrated on 12 March and plans were being drawn up to mark the centenary of the end of WW1 later in the year. In response to a question from SL, GJ said he was not aware at the moment of any plans to mark Brexit in 2019.

18.3.5 SUFFOLK COUNTY COUNCIL - OUTSTANDING ISSUES

GJ responded to the various issues raised in the PC's letter to him:

- **Land in front of 7 & 8 Upper Street**
MW had obtained a copy of a letter from BDC to the owners of 7 Upper Street dated 2001, confirming that planning permission was not required for access to the car parking area at the front of the property; he would forward this to GJ. GJ would discuss the matter with SCC's legal team.
- **Pavement between Upper Layham and Hadleigh**
GJ said, according to the SCC website, this had been cleared on 20 March, but he would check. MW commented that it required more than a slight cut; GJ would highlight what had been achieved during the village spring clean.
- **Widening the pavement at the Layham end of Benton Street**
MW said the Hadleigh Society had commissioned a report on Benton Street; he would try to obtain a copy.
- **Speed signs/cameras**
GJ said he was keen to see some action on this. There an informal cabinet meeting had been scheduled to discuss the rolling out of average speed cameras - the officer responsible at SCC would be there, as well as a representative from Halesworth (the trial area) and the police. In response to a comment from MW that Layham could perhaps still share a simpler type of camera, GJ said a camera that recorded was better as it would not only monitor speeding, but also crime - eg burglaries. He would report back to the May PC meeting.
- **Extension of 30mph limit on Stoke Road, Lower Layham**
GJ had spoken to an officer and would arrange for one of the Highways team to make a site visit. However, he was not hopeful that an extension would be possible, as in Upper Layham, because there was no police presence there and extending the speed limit had made no difference in other similar areas.
- **Defibrillator for Brett Green**
GJ said he would be willing to make a grant from his Locality Budget of up to 50% of the remaining amount; the PC had already been promised a total of £600 from Hadleigh Health Centre and the Hadleigh Thrift Shop, and the British Heart Foundation had approved a grant which reduced the cost of the actual defibrillator to £600.
- **Emergency boxes**
JC would ask JDC to send GJ further information on the emergency boxes.

18.3.6 MINUTES OF PREVIOUS MEETING

It was proposed by DS, seconded by SL and agreed unanimously that the minutes of the meeting held on Wednesday 28 February 2018 should be accepted as an accurate record, and signed accordingly.

18.3.7 ACTIONS FROM PREVIOUS MEETINGS

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

18.3.7.1 CPR training

MW said it was a condition of the British Heart Foundation's funding (see above) that ongoing CPR training was provided, so it was important to keep a record of training sessions and how many people had attended. It was agreed to include something in the next HCN. MW said he would try to organise a session in Watermill Close.

18.3.7.2 Sign to Village Hall

The PCC had confirmed they were happy for a sign to be fixed to the existing signpost in the churchyard. JC would copy her email exchanges with SCC to GJ, who would ask the appropriate person to contact her.

18.3.7.3 Gardeners Close

JC had chased a response to her letter regarding parking and access issues.

18.3.7.4 Local History Group exhibition

MW confirmed that the Village Hall Committee had agreed to waive the hire fee for the Local History Group's exhibition in May.

18.3.7.5 Planning application

JC had circulated Babergh's response to her complaint that a planning application had been approved before the deadline for the PC to submit its comments; the planning team had apologised and said this error would not happen again.

18.3.8 FINANCIAL MATTERS

18.3.8.1 RFO's report

It was proposed by SL, seconded by RG and agreed unanimously that payments of £1,938.75 should be authorised. This amount included the cost of the new scanner/printer; JC said Epson were offering a cash-back incentive during March and she was anticipating a £40 refund.

18.3.9 REPORTS FROM COUNCILLORS

18.3.9.1 Green Team

The report from SR and DS was noted. JC would ensure that all participants in the spring clean (and those who had carried out work before the actual day) had been thanked. It was proposed by RG, seconded by SR and agreed unanimously to hold another litter pick in the autumn.

18.3.9.2 Local History Recorder

MW's report was noted. A copy would be lodged with the Suffolk Record Office.

18.3.9.3 Defibrillator for Brett Green - progress report

JDC's report was noted. JC explained that, although it had been agreed at the last meeting to raise a cheque to UK Power Networks for the cabling work, UKPN had subsequently agreed a small reduction in the cost and issued a new quotation, valid until September. As they usually carried out the work within three weeks of payment, and this would be too soon, a cheque would be raised in the new financial year.

18.3.10 PLANNING

18.3.10.1 DC/18/01017 - Walnuts, Upper Street

There were no objections to the outline planning application for the erection of a single detached dwelling.

18.3.10.2 DC/18/01012 - Dovecote Cottage, Upper Street

There were no objections to the planning application for the erection of a single detached dwelling.

18.3.11 GENERAL DATA PROTECTION REGULATION (GDPR)

JC said the DPO Centre had reduced its fees for acting as Data Protection Officer for parish councils (neither councillors nor the clerk were allowed to take on this role). In addition, parish councils could now choose which category they wished to be in, according to the level of support they required. It was proposed by DP, seconded by RG and agreed unanimously to appoint the DPO Centre as DPO for Layham PC for 2018/19 at a cost of £120 (category 1).

18.3.12 ANNUAL PARISH MEETING

The draft agenda for the APM on Wednesday 25 April was agreed. JC confirmed that a speaker from the East of England Air Ambulance service would give a short presentation before the meeting.

18.3.13 SIGNAGE 'NO ACCESS TO LOWER LAYHAM AND HADLEIGH'

It was agreed that JC would contact Suffolk Highways to discuss the possibility of a sign.

18.3.14 CORRESPONDENCE

18.3.14.1 Benton Street safety questionnaire

JC had received a letter from a resident suggesting that residents of Upper Layham should be included in the survey being carried out by Cllr Mick Fraser, as they also required regular access to and from Hadleigh. It was proposed by SL, seconded by DS and agreed unanimously that JC should write to Cllr Fraser asking that the people affected (approximately 170) should be invited to participate in the survey.

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

None.

18.3.16 DATE OF NEXT MEETING

Annual Parish Meeting - 7.30pm on Wednesday 25 April 2018, in the Village Hall.

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