

LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on
Wednesday 18 September 2019 in the Village Hall

Present: Charlotte Britton - Chairman (CB)
Jane Cryer - Clerk (JC)
John Curran (JDC)
Bill Paton (BP)
Sheila Roberts (SR)
Tony Stenning (TS)
Michael Woods - Vice Chairman (MW)

In attendance: John Ward, Babergh DC (JW)

Apologies: David Pratt (DP)
Gordon Jones, Suffolk CC (GJ)

19.9.1 APOLOGIES

See above.

19.9.2 DECLARATIONS OF INTEREST

None.

19.9.3 PUBLIC FORUM

No parishioners were present.

19.9.4 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

19.9.4.1 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. A special council meeting on 22 October would debate and vote on a proposal to change the name of the council to South Suffolk District Council, to align with the other district councils in the county. In response to a question from MW, JW said a full merger with Mid Suffolk District Council remained a possibility for the future; for the time being the two councils were working well together and there were no plans to merge in the short term.

19.9.4.2 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. JDC said he was pleased to see that vaccination rates in Suffolk had risen; however, there was still room for improvement. It was noted that bus routes were under review - JC would ask GJ about the possible impact on Layham. GJ had sent a link to the EDF consultation on Sizewell 4, but JDC said there was no specific reference to pylons. It was agreed that he would try to respond on behalf of the PC by the deadline of 27 September.

19.9.5 MINUTES OF PREVIOUS MEETING

It was proposed by MW, seconded by JDC and agreed that the minutes of the meeting held on Wednesday 28 August 2019 should be accepted as an accurate record, and signed accordingly.

19.9.6 ACTIONS FROM PREVIOUS MEETINGS

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

19.9.6.1 Consultations

JW had confirmed that he would give the PC advance notice of future consultations if possible; a response was awaited from GJ. MW had responded as an individual to the Green Access Strategy consultation; he said the questionnaire was quite basic.

19.9.6.2 Website

JC confirmed that finance reports would appear on the website in future.

19.9.6.3 Training

JC confirmed that Raydon PC's in-house training session on planning would take place on 29 October; she would confirm the time. It was agreed that CB, MW, TS, JDC and SR would attend; JC would check DP's availability. It was agreed that general councillor training would be an agenda item for the October meeting.

19.9.6.4 SCC Community Self-Help Scheme

CB, MW and SR would attend a meeting with SCC on 19 September to discuss the scheme in more detail.

19.9.7 FINANCIAL MATTERS

19.9.7.1 RFO's report

JC had still not received the August bank statement from Barclays, despite chasing; it was agreed that JC should look into possible alternative banking arrangements. It was proposed by TS, seconded by JDC and agreed unanimously that the finance report for 18 September 2019 should be approved and payments of £1,593.10 authorised. It was noted that the second tranche of the precept (£5,500) had been received from Babergh.

19.9.7.2 Insurance renewal

It was proposed by JDC, seconded by BP and agreed unanimously to accept Community Action Suffolk's recommendation to move to the new 'Parish Protect' policy and to opt for a 3-year Long Term Undertaking. This policy had been developed specifically to meet the changing needs of Parish Councils.

19.9.8 REPORTS FROM COUNCILLORS

19.9.8.1 Emergency Plan

The suggested changes to the communications tree were agreed - there were a few vacancies; JDC said filling these should be a priority. When the tree was finalised, a meeting would be held with the ELVs; JDC would circulate some possible dates for October / November.

19.9.8.2 Speeding

The working group's report was noted. It was proposed by JDC, seconded by CB and agreed unanimously to ask Highways to go ahead with a traffic survey at either end of the village for a maximum cost of £550 plus VAT; the working group would agree the exact locations with Highways. BP would draft an update for parishioners and send it to JC for circulation via community email.

19.9.8.3 Joint Local Plan consultation

CB and MW had attended a drop-in session; their report was noted. It was agreed that CB would respond to the consultation on behalf of the PC; she would send a copy to JC for the file.

19.9.9 PLANNING

19.9.9.1 DC/19/03610 - The Haven, Stoke Road

There were no objections to the application for the erection of a two storey front and side extension and side porch.

19.9.9.2 DC/19/04150 - 8 Upper Street

There were no objections to the application for the erection and retention of a single storey side extension.

19.9.10 RISK ASSESSMENTS

It was proposed by CB, seconded by MW and agreed unanimously to approve the amended Management / Financial Risk Assessment. JDC and CB would review the General Risk Assessment for approval at the October meeting.

19.9.11 COUNCILLORS' ROLES & RESPONSIBILITIES

It was proposed by MW, seconded by TS and agreed unanimously to approve the amended list of Councillors' roles and responsibilities; JC would circulate the final version.

19.9.12 SEAT / PICNIC TABLE AT BLACKSMITH'S CORNER

This item was deferred to the October meeting.

19.9.13 WAR MEMORIAL / REMEMBRANCE DAY

CB, MW and SR would check whether the War Memorial required cleaning before Remembrance Sunday. JC would purchase a wreath as usual; CB would lay this on the day.

19.9.14 CORRESPONDENCE

None.

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

None.

19.9.16 DATE OF NEXT MEETING

7.30pm on Wednesday 30 October 2019, in the Village Hall.

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