

LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on
Wednesday 27 February 2019 in the Village Hall

Present:	Charlotte Britton (CB) Jane Cryer - Clerk (JC) John Curran (JDC) Ron Gunn (RG) David Pratt (DP) Sheila Roberts (SR) Michael Woods - Chairman (MW)
In attendance:	Gordon Jones, Suffolk CC (GJ) John Ward, Babergh DC (JW)
Apologies:	Steve Laing - Vice Chairman (SL)

19.2.1 APOLOGIES

See above - apologies were accepted from SL.

19.2.2 DECLARATIONS OF INTEREST

RG declared an interest in agenda item 19.2.14 as the councillor with responsibility for allotments; CB declared an interest in agenda item 19.2.10.1, as a near neighbour.

19.2.3 PUBLIC FORUM

There were no parishioners present.

19.2.4 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

19.2.4.1 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. JW confirmed that the budget for 2019/20 had been approved on 19 February and included a rise in Council Tax of £5 for a Band D property (10p per week). In response to a question from JDC, JW explained that 'care leavers' were people who had been in care but were no longer; Babergh would offer them additional support until they reached 25 years of age. The draft Joint Area Parking Plan had also been approved by Babergh and Mid Suffolk Cabinets. The draft Communities Strategy was now out for consultation, but the deadline for comments was 1 March. In response to a request from MW, JW agreed to see if an extension might be possible in order to allow the PC time to respond. *(*JW has since confirmed this is not possible due to elections and 'purdah')*.

19.2.4.2 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. The latest consultation about Sizewell C was under way and would end on 29 March; GJ said the issue of pylons would once again arise. With regard to SCC's proposal to borrow up to £45.1 million to fund new places for specialist education, GJ said the money would be used to help SCC comply with statutory needs and provide a better service for children. He also drew councillors' attention to an application from Brett Aggregates for additional time periods for the completion of extraction and restoration at Layham Quarry; comments were required by 20 March. It was agreed that JC would request an extension to this deadline; she would also contact Louise Allen, who chaired the Layham Quarry Liaison Group.

19.2.5 MINUTES OF PREVIOUS MEETING

It was proposed by JDC, seconded by RG and agreed unanimously that the minutes of the meeting held on Wednesday 23 January 2019 should be accepted as an accurate record, and signed accordingly.

19.2.6 ACTIONS FROM PREVIOUS MEETINGS

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

19.2.6.1 Most Active County

MW thanked GJ for passing on the PC's letter to Adam Baker, Strategic Lead for Physical Activity at SCC, who had offered to discuss opportunities for collaboration with the PC. However, with regard to the specific issue raised concerning overgrown vegetation along the pavement from Upper Layham to Benton Street, the Head of Environmental Management at Suffolk Highways had asked the community engineer to liaise with the PC.

19.2.6.2 Sign for top of Water Lane

The 'unsuitable for HGVs' sign had now been installed. However, it appeared that some vehicles were also turning into Water Lane at the bottom and there could be a need for a sign there as well; it was agreed to monitor the situation.

19.2.6.3 Brett Green defibrillator

JDC confirmed that the cabinet had now been installed. However, the cable that was going to have been installed on the rear of the supporting board had been put on the front instead; JDC had contacted the electrician, who had confirmed the regulations stated that no other holes could be drilled in the cabinet. JDC said UK Power Networks had confirmed that the supply would go live week commencing 25 March; he would arrange for the invoice to be sent to JC in time for payment at the March meeting. Publicising the new defibrillator would be discussed at the March meeting.

19.2.6.4 Flooding across road near Rugby Club

Following MW's meeting with HTC in November 2018, the report had gone to the Environment meeting in December; HTC had now confirmed that the gullies should be cleaned before the end of March.

19.2.6.5 Spring Clean

MW thanked SR for organising this - a full report would go to the March meeting.

19.2.7 FINANCIAL MATTERS

19.2.7.1 RFO's report

It was proposed by CB, seconded by DP and agreed unanimously that the finance report for 27 February 2019 should be approved and payments of £615.97 authorised. It was noted that £1000 towards the Brett Green defibrillator had been received from GJ's Locality Budget.

19.2.8 CLERK'S ANNUAL REVIEW

It was agreed that the working party would once again comprise MW, JDC and SR. JC would circulate some possible dates for a meeting in April.

19.2.9 REPORTS FROM COUNCILLORS

19.2.9.1 Local History Recorder

MW's report was noted; it would also be available on the website.

19.2.9.2 Co-Op Secure Response Conference

SL's report was noted.

19.2.10 PLANNING

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

It was noted that there had been some strong objections from members of the public relating to previous applications in 2016 and 2018. Councillors felt that there was still a potential problem with access for lorries; hence the new sign 'not suitable for HGVs'. If a turning circle could be created, this might help to address the problem. Other concerns included the ongoing issue of speeding along the B1070, as highlighted in responses to the Parish Plan questionnaire.

19.2.10.2 DC/18/05390 - Mill House, Mill Lane

It was noted that the application to remove a dilapidated 'summer room' had been approved.

19.2.11 PARISH PLAN REVIEW

The thank-you cards to parishioners who had significantly helped the Parish Council during the past four years would also highlight the Parish Plan event on 6 April; a flyer would also be inserted in the HCN and JC would send out a community email nearer the time to encourage as many parishioners as possible to attend. The working group would agree a date to meet to finalise the format of the event; CB would circulate possible dates. It was proposed by SR that expenditure of up to £100 to cover flip charts and refreshments etc should be approved; this was seconded by DP and agreed unanimously.

19.2.12 SPEEDING

JDC's report was noted. Responses to the Parish Plan questionnaire had highlighted concerns about speeding, especially in Upper Layham. As the report on the ANPR trial was still not available, JDC had undertaken some research on alternatives. GJ said there would be another ANPR trial, this time with the Police fully involved; it was likely that the trial would be carried out in Holton St Mary and Higham. JDC wondered whether there might be a problem with number plate recognition, due to data protection regulations. GJ said Capel St Mary PC was planning to install a speed camera part funded by the PC, using CIL funding, and a contribution from his Locality Budget; it was agreed that JC would contact Capel's Clerk for more details. It was proposed by MW, seconded by RG and agreed unanimously that the current PC should lodge the intention to set up a working group, but this would be for the new council to implement should they so wish.

19.2.13 POLICIES FOR REVIEW

19.2.13.1 Risk Registers

It was proposed by MW, seconded by CB and agreed unanimously to approve the Risk Registers for 2018/19. The Risk Registers for 2019/20 would be reviewed at the AGM in May.

19.2.13.2 Internal Controls

It was proposed by MW, seconded by DP and agreed unanimously to approve the Internal Controls Statement for 2018/19. The Statement for 2019/20 would be reviewed at the AGM in May.

19.2.14 ALLOTMENTS

Rents were due on 1 April; however, it was agreed that the tenancy agreement should be reviewed before this. JC would make some draft amendments, to be confirmed at the March meeting.

19.2.15 CORRESPONDENCE

None

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

None.

19.2.17 DATE OF NEXT MEETING

7.30pm on Wednesday 27 March 2019, in the Village Hall.

* * * * *