

## LAYHAM PARISH COUNCIL

**DRAFT** minutes of the meeting of the Council held at 7.30pm on  
Wednesday 30 March 2022 in the Village Hall

**Present:** Charlotte Britton - Chairman (CB)  
Graham Coleman (GC)  
Jane Cryer - Clerk (JC)  
John Curran (JDC)  
Sheila Roberts (SR)

**In attendance:** Georgia Hall, Suffolk CC (GC)  
John Ward, Babergh DC (JW)

**Apologies:** Sue Keeble (SK)  
David Pratt (DP)  
Michael Woods - Vice Chairman (MW)

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### **22.3.1 APOLOGIES**

Apologies were accepted from SK, DP and MW.

### **22.3.2 DECLARATIONS OF INTEREST**

SR declared a non-pecuniary interest in item 22.3.5.3, as a member of the Events Group.

### **22.3.3 PUBLIC FORUM**

No members of the public were present.

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

#### **22.3.4.1 District Council report**

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. JW confirmed the Council had agreed its budget for 2022-23. In response to a question from JDC, he said the number of rough sleepers in Babergh was very low. SR said the Events Group had submitted an application for a community grant, but it was not clear whether events planned for the Queen's Platinum Jubilee had to be sports-related; JW would check. CB was pleased to note the launch of Warm Homes Suffolk, and said the initiative had already proved successful in Essex.

#### **22.3.4.2 County Council report**

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. A new strategy had been announced outlining how Suffolk would address violence against women and girls, prepared collaboratively by the Safer Stronger Communities Board (SSCB); SCC had contributed £350,000 to support the Board in implementing the strategy and action plan. GH confirmed that the ANPR trial was under way, so far in Capel St Mary, Holton St Mary and Bentley. Councillors reported some clearing of drains had taken place in Watermill Close, but said no prior notification had been received so that vehicles could be moved, which could be a problem if areas such as Brett Green were included; GH would take this forward.

### **22.3.5 FINANCIAL MATTERS**

#### **22.3.5.1 RFO's report**

It was proposed by JDC, seconded by GC and agreed unanimously that the finance report for 30 March 2022 should be approved and payments of £1,360 were authorised.

#### **22.3.5.2 NJC pay awards**

The national pay scales for 2021-22 had finally been agreed; it was noted that the Clerk's pay increase had been backdated to 1 April 2021.

#### **22.3.5.3 Jubilee Fete**

Councillors were grateful to SK for the comprehensive update. In response to a suggestion from JDC, SR would discuss contingency / cancellation insurance with the Events Group. It had been agreed at the last meeting that the PC would make a contribution towards the overheads. It was proposed by CB, seconded by JDC and agreed unanimously to donate £500.

#### **22.3.6 MINUTES OF PREVIOUS MEETING**

It was proposed by CB, seconded by JDC and agreed unanimously that the minutes of the meeting held on Wednesday 23 February 2022 should be accepted as an accurate record, and signed accordingly.

#### **22.3.7 ACTIONS FROM PREVIOUS MEETINGS**

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

##### **22.3.7.1 Banking arrangements**

JC had researched various options, but had reached the conclusion that it would be simpler to remain with Barclays. However, it was agreed that she should become a signatory in order to facilitate more effective communication with the bank.

##### **22.3.7.2 Speeding**

JC would send a community email asking parishioners to let her know of any accidents or incidents due to speeding, particularly on Stoke Road in Lower Layham. With regard to the SID device on Upper Street, GH would check that volunteers were covered under the County Council's insurance.

#### **22.3.8 REPORTS FROM COUNCILLORS**

##### **22.3.8.1 Spring Clean - 12 March 2022**

SR's report on the Spring Clean was noted; she thanked everyone who had taken part. Councillors thanked her for organising the day.

##### **22.3.8.2 Quiet Lanes Suffolk**

The working party's update was noted. GC agreed to collect the signage from the Suffolk Highways depot in Ipswich; he would liaise with JC re date and time.

##### **22.3.8.3 Defibrillator on Stoke Road**

JDC had received a quote from UK Power Networks, which totalled just over £4000 - £1300 of which was for the actual work, and the remainder for roadworks and traffic management. In addition, the electrical supply would cost around £5000. These costs were higher than anticipated and JDC suggested looking for an alternative location. It was agreed to discuss this item in more detail at the May meeting.

##### **22.3.8.4 Emergency Plan**

Following the Red weather warning in February, JDC had prepared a discussion document summarising the actions taken and feedback received from PC members and ELVs. SR was concerned that passing on a Red warning, having already alerted ELVs to the Amber warning, might have made them go out and knock on doors, thereby putting themselves in danger; she had therefore not forwarded the Red warning to her ELVs. JDC said the warnings were received - and should have been passed on - before the storm hit; he stressed that no one was ever asked or expected to go out in dangerous conditions. It was agreed to review the Emergency Plan in detail later in the year.

## **22.3.9 PLANNING**

### **22.3.9.1 DC/22/00690 - Mill House, Mill Lane**

There were no objections to the application for Listed Building Consent in respect of replacement of two garage doors.

### **22.3.9.2 DC/21/05866 & 7 - Popes Green Farm House**

It was noted that planning permission and Listed Building Consent had been granted for the erection of a single storey lean-to with porch, rear orangery extensions, erection of pole barn/workshop and lodge etc.

## **22.3.10 NOTICEBOARDS**

JC said the village noticeboards were in need of refurbishment (or replacement in some cases) and suggested obtaining quotes for refurbishment and/or replacement; this was agreed.

## **22.3.11 ANNUAL PARISH MEETING**

JC confirmed that she had invited the various external organisations to give brief reports. She would ask Ron Gunn if he would like to give an update on the allotments. Refreshments would be offered after the meeting.

## **22.3.12 CLERK'S CORRESPONDENCE**

### **22.3.12.1 Layham Playgroup**

An enquiry about possible PC funding had been received from the Playgroup; however, councillors felt this would not be an appropriate use of public funds. JC would respond accordingly, and signpost the Trustees to organisations offering grant funding.

### **22.3.12.2 Marquis development**

A parishioner had suggested forming a village liaison committee; however, councillors felt there would be little value in doing so as planning permission had been granted and the work was well under way, in line with planning regulations.

### **22.3.12.3 Queen's Green Canopy**

A parishioner had been able to secure an ornamental cherry tree from the Woodland Trust, as part of the Queen's Green Canopy initiative, and had asked if it could be planted on the Playing Field. JC would forward details to the Playing Field Committee.

### **22.3.12.4 Community Governance Review**

JC had received notification that Babergh DC would be carrying out a Community Governance Review of parishes, town councils and unparished areas. This was a statutory process and the first stage of the review process would be a consultation; further details and the terms of reference would be circulated shortly.

## **22.3.13 CLERK'S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING**

None.

## **22.3.14 DATE OF NEXT MEETING**

Annual Parish Meeting - 7.30pm on Wednesday 27 April 2022, in the Village Hall.

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