

## LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on  
Wednesday 29 November 2023 in the Village Hall

<b>Present:</b>	Gillie Cranfield (GC) Jane Cryer - Clerk (JC) Will Dunn (WD) Sue Keeble (SK) Steve Laing - Chairman (SL) Sheila Roberts (SR) Julie Thickpenny
<b>In attendance:</b>	John Ward, Babergh DC (JW) Michael Woods, Parishioner
<b>Apologies:</b>	John Curran - Vice Chairman (JDC) Georgia Hall, Suffolk CC (GC)

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### 23.11.1 APOLOGIES

See above - apologies were accepted from JDC.

### 23.11.2 DECLARATIONS OF INTEREST

SK declared an interest in item 23.11.7.2, as a member of the Village Hall Committee.

### 23.11.3 PUBLIC FORUM

With regard to agenda item 23.11.7.2, Michael Woods (Chairman of the Playing Field Committee) agreed that the playing field reserves seemed high, but said they could quickly disappear if play apparatus had to be replaced. In addition, the ride-on mower would need to be replaced at some point at a cost of £3-4000; reserves had been accrued so the money would be there when needed. Referring to a suggestion some time ago that an accessible ground level roundabout would be an asset, one to take a wheelchair would cost around £15000. It would be some time before any more cricket bat willows were ready to be felled and sold.

### 23.11.4 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

#### 23.11.4.1 District Council reports

A written report for had been circulated prior to the meeting, a copy of which is filed with these minutes. With regard to CIFCO, JW had responded to the questions raised by WD at the previous meeting. In response to a comment that admin costs were high and could perhaps be streamlined, he would discuss this with the CIFCO Board. He also confirmed that CIL contributions from developers were handled separately by Babergh and Mid Suffolk District Councils. The consultation on the future of Babergh and Mid Suffolk districts was now closed. The Joint Local Plan had been adopted by both councils and Babergh was now starting to look at the budget for 2024-25, which would go to Cabinet in February; JW would bring more information to the January meeting. Homelessness was still a problem; SL praised the initiative to support private sector tenants, landlords and other stakeholders.

#### 23.11.4.2 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes.

### 23.11.5 MINUTES OF PREVIOUS MEETING

It was proposed by SK, seconded by GC and agreed unanimously that the minutes of the meeting held on Wednesday 25 October 2023 should be accepted as an accurate record, and signed accordingly.

## **23.11.6 ACTIONS FROM PREVIOUS MEETINGS**

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

### **23.11.6.1 Planning**

Babergh's planning team had confirmed that conservation and biodiversity were key priorities for the development at The Granary (see also 23.11.9.4, below). With regard to Rectory Cottage, the previous application had been withdrawn (see 23.11.9.3, below).

## **23.11.7 FINANCIAL MATTERS**

### **23.11.7.1 RFO's report**

It was proposed by SL, seconded by SK and agreed unanimously that the finance report for 29 November 2023 should be approved and payments of £1,155.28 were authorised. The bank statement was countersigned by GC and JT.

### **23.11.7.2 Draft budget and precept for 2024-25**

A draft budget and recommendations from the working party had been circulated before the meeting. It was agreed to continue to make allowances to the Playing Field, Village Hall and PCC for 2024-25. In the case of the PF and VH this would be a contribution towards running costs, which continued to rise, and in the case of the PCC the allowance was for the maintenance of the churchyard. It was agreed by 4 votes to 2 that the amount for each organisation should be £1000. It was also agreed that the PC should purchase a second SID (see 23.11.8.1, below). It was proposed by WD, seconded by SL and agreed unanimously to approve the draft budget for 2024-25; there would be no increase to the precept.

### **23.11.7.3 Internal auditor**

It was proposed by SL, seconded by SK and agreed unanimously to appoint SALC as internal auditor for 2023-24.

### **23.11.7.4 NJC pay awards**

The national pay scales for 2023-24 had been agreed; it was proposed by GC, seconded by JT and agreed unanimously to approve the increase to the JC's hourly rate, backdated to 1.4.23.

### **23.11.7.5 Recommendations in internal audit report**

JC's update on the recommendations made in the internal audit report was noted.

## **23.11.8 REPORTS FROM COUNCILLORS**

### **23.11.8.1 Speeding and traffic calming**

The recommendations from the working party (SK and JDC) were noted. It was agreed that the existing SID should be converted to solar power during the current financial year; JC would ask GH if she was able to contribute towards the cost of the new poles. It was also proposed by GC, seconded by WD and agreed unanimously to purchase a second SID in the next financial year.

### **23.11.8.2 Village signs and time capsule**

The update from the working party was noted.

## **23.11.9 PLANNING**

### **23.11.9.1 DC/22/06374 - Cherry Orchard Farm, Stoke Boar**

There were no objections to the erection of a detached dwelling and double garage.

### **23.11.9.2 DC/23/04996 - The Builder's Yard, The Street, Lower Layham**

There were no objections to the removal / variation of conditions.

### **23.11.9.3 DC/23/05344 - Rectory Cottage, Overbury Hall Road**

There were no objections to the erection of a first floor rear extension. However, JC would again request confirmation that the building opposite would continue to form part of the main dwelling.

**23.11.9.4 DC/23/03101 - The Granary, Mill Lane**

It was noted that permission had been granted for conversion of an outbuilding to an annexe.

**23.11.10 ROLES AND RESPONSIBILITIES**

Roles and responsibilities were reviewed; JC would circulate the updated list to councillors.

**23.11.11 CLERK'S CORRESPONDENCE**

**23.11.11.1 Thank-you gift**

Following a request from the PCC, it was agreed that the PC would purchase a retirement gift for Andy Groves, who had played the trumpet at the Remembrance Day service for many years.

**23.11.11.2 Raydon PC - speed proposal**

It was agreed to support Raydon Parish Council's proposal to Suffolk CC for a 40mph speed limit on the B1070 between Raydon and Upper Layham.

**23.11.11.3 Cabinet in Upper Layham**

Following the appearance of a large and unsightly cabinet on the grass at the corner of Mill Lane and Upper Street, JC had established it had been put there by Gigaclear, a would-be broadband provider. Planning permission was not necessary as this was apparently 'permitted development'. JC had contacted the company for comment; she understood that a similar cabinet in Capel St Mary had been removed following concerns raised by the PC. She would contact James Cartlidge MP.

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

JC had purchased a new dog refuse bin for the Playing Field, as the old metal one was rusty and had lost its handle.

**23.11.14 MEETING DATES FOR 2024**

The draft schedule of meeting dates was agreed - see below:

Wednesday 10 January  
Wednesday 21 February  
Wednesday 27 March  
Wednesday 24 April (Annual Parish Meeting)  
Wednesday 29 May (AGM)  
Wednesday 26 June  
Wednesday 31 July  
Wednesday 25 September  
Wednesday 30 October  
Wednesday 27 November

(no meetings in August or December)

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