

## LAYHAM PARISH COUNCIL

**DRAFT** Minutes of the meeting of the Council held at 7.30pm on  
Wednesday 22 February 2023 in the Village Hall

**Present:** Charlotte Britton (CB)  
Jane Cryer - Clerk (JC)  
John Curran (JDC)  
Sue Keeble (SK)  
Sheila Roberts (SR)  
Michael Woods - (MW)

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

**Apologies:** Steve Laing (SL)  
David Pratt (DP)

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### 23.2.1 APOLOGIES

Apologies were accepted from SL and DP.

### 23.2.2 DECLARATIONS OF INTEREST

None.

### 23.2.3 PUBLIC FORUM

No parishioners were present.

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

#### 23.2.4.1 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. The budget for 2023-24 had been approved. JW said that, following the Government's re-assessment of business rates, there was no longer a requirement to use reserves to balance the budget. Council house rents would be increased by 7%, an average of £400 per month, as compared to £800 on the open market. BDC was winning most of the appeals against its planning decisions. BDC was undertaking a major review of its councillor training in preparation for the May elections.

#### 23.2.4.2 County Council report

A report had been circulated prior to the meeting, a copy of which is filed with these minutes. There would be a consultation on Suffolk's proposed devolution deal, which would start in the early summer. Referring to the investment in trees and hedgerows, and in particular the statement in the report that *'the authority will have more resource to manage mature and declining trees'*, MW said trees planted by SCC had never been properly managed. As work on the footpath along the B1070 was due to start in March, he suggested the trees could be inspected at the same time, as they were part of the problem. GH would take this forward; she would also ask the contractors to liaise with the PC before starting work.

### 23.2.5 MINUTES OF PREVIOUS MEETING

It was proposed by MW, seconded by JDC and agreed unanimously that the minutes of the meeting held on Wednesday 11 January 2023 should be accepted as an accurate record, and signed accordingly.

## **23.2.6 ACTIONS FROM PREVIOUS MEETINGS**

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

### **23.2.6.1 GDPR**

JC had requested clarification from SALC as to what policies parish councils should currently have in place.

### **23.2.6.2 Election held in July 2022**

JC had finally received an invoice from Babergh for the election held in July 2022, which had cost £1602.94.

### **23.2.6.3 Delivery of Hadleigh Community News along Stoke Road**

SR had delivered the February issue; she would advise who would take this on this permanently.

## **23.2.7 FINANCIAL MATTERS**

### **23.2.7.1 RFO's report**

It was proposed by SK, seconded by JDC and agreed unanimously that the finance report for 22 February 2023 should be approved and payments of £4259.55 authorised. This included replacement spares for the defibrillator at The Marquis; it was agreed to delay ordering spares for the defibrillator outside the Queen's Head until nearer the expiry date of the current pads.

## **23.2.8 REPORTS FROM COUNCILLORS**

### **23.2.8.1 Defibrillator for Stoke Road**

The report from SL and SR was noted. It was proposed by SK, seconded by JDC and agreed unanimously to proceed with the purchase of a defibrillator for Stoke Road in principle, subject to confirmation that the quoted cost included the cabinet (*this was subsequently confirmed*). The owners of Warwick Cottage had confirmed they were happy for the defibrillator to be located on the garden wall. It was further agreed that the sum of £200 should be allowed for installation. GH said she might be able to help with some funding towards the cost of the defibrillator from her Locality Budget; JC would send her the details. SR would confirm delivery instructions.

## **23.2.9 PLANNING**

### **23.2.9.1 DC/23/00096 - The Barn, Popes Green Lane**

There were no objections to the application for Listed Building Consent for the installation of PV panels on the roof of the former cowshed.

### **23.2.9.2 DC/23/00381 - The Granary, Mill Lane**

There were no objections to the application for conversion and refurbishment of an outbuilding; however, JC would request confirmation that there should be no disruption to use of the public footpath. It was noted that Babergh had requested clarification on drainage issues.

### **23.2.9.3 DC/22/06309 - Anglian Water Services Bury to Colchester pipeline**

There were no objections to this application.

### **23.2.9.4 DC/22/06245 - Land north of The Street**

It was noted that permission for 5 dwellings had been refused.

### **23.2.9.5 DC/22/05951 - The Farmhouse, Cherry Orchard Farm**

It was noted that permission had been granted for ground and first floor extensions and demolition of existing outbuildings.

## **23.2.10 ELECTIONS**

JC's paper on the process and key dates was noted.

**23.2.11 WEBSITE**

JC's paper was noted. It was proposed by CB, seconded by SR and agreed unanimously that additional content on the website should include a page each for the Playing Field, St Andrew's Church, the Village Hall (including the Social Club), the Local History Group and the Events Group; the PC would meet the costs of this, up to £200.

**23.2.12 ANNUAL PARISH MEETING**

This would take place on Wednesday 26 April (see below); JC had circulated a draft agenda. There would be separate updates on defibrillators and the proposed Community Orchard.

**23.2.13 SPRING CLEAN**

As agreed at the last meeting, this would take place on Saturday 18 March at 10am. Information had been sent out via the community email and would appear in the next issue of the HCN; a reminder would be sent nearer the time. SR would prepare the necessary risk assessments.

**23.2.14 CORRESPONDENCE**

A parishioner had contacted SCC about the ongoing problem with flooding in Church Lane. SCC had agreed to escalate the priority to medium/high and had asked the drainage engineer to investigate; however, it was noted that this could take some time. JC would copy the correspondence to GH.

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

None.

**23.2.16 MEETING DATES FOR THE REMAINDER OF 2023**

The next meeting would be held on Wednesday 29 March 2023 at 7.30pm in the Village Hall. Meeting dates for the remainder of the year were agreed:

- Wednesday 26 April (Annual Parish Meeting)
- Wednesday 24 May (AGM)
- Wednesday 28 June
- Wednesday 26 July
- Wednesday 30 August
- Wednesday 27 September
- Wednesday 25 October
- Wednesday 29 November

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