

## LAYHAM PARISH COUNCIL

**DRAFT** Minutes of the meeting of the Council held at 7.30pm on  
Wednesday 25 September 2024 in the Village Hall

**Present:** Gillie Cranfield (GC)  
Jane Cryer - Clerk (JC)  
John Curran - Vice Chairman (JDC)  
Steve Laing - Chairman (SL)  
Sheila Roberts (SR)  
Julie Thickpenny (JT)

**In attendance:** John Ward, Babergh DC (JW)

**Apologies:** Will Dunn (WD)  
Sue Keeble (SK)  
Georgia Hall, Suffolk CC (GH)

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### 24.9.1 APOLOGIES

See above - apologies were accepted from WD and SK.

### 24.9.2 DECLARATIONS OF INTEREST

SR declared an interest in item 24.9.10.1, as a near neighbour.

### 24.9.3 PUBLIC FORUM

There were no members of the public present.

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

#### 24.9.4.1 District Council

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. SL welcomed Babergh and Mid Suffolk's decision to clear the way for listed building energy upgrades. JW confirmed that Babergh would be implementing the government's 'Simpler Recycling' initiative, which would include weekly food waste collections and separate bins for glass/tetrapaks, and paper, card and glass. These changes would come into force by March 2026. Councillors expressed concern that householders would have to find space for yet another bin; also kerbside glass collection would mean a loss of income to the parish council, as fewer people would use the glass recycling bins. SL suggested that some councils might simply refuse to comply with the new requirements. The 'Solar Together' scheme had been relaunched, helping householders to save on energy bills with a community-led solar panel initiative. In response to a question from JDC about the electric vehicle scheme, JW would find out why the scheme was being implemented in Sudbury, but not Hadleigh. With regard to queries about CIFO, JW confirmed that he would be contacting WD to arrange a meeting.

#### 24.9.4.2 County Council

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. It was noted that SCC had formally objected to National Grid's Sea Link project to build a new bridge over the River Fromus near Saxmundham, which would include Sunday and Bank Holiday working and would be highly disruptive for both residents and visitors to Suffolk Coasts & Heaths. Investigations into flooding in Needham Market and Wickham Market during October 2023 had resulted in two reports and a number of key recommendations; JC would ask GH why other areas were not being included. She would also ask when the ANPR trial might be repeated in Layham.

## **24.9.5 MINUTES OF PREVIOUS MEETING**

It was proposed by JDC, seconded by GC and agreed unanimously that the minutes of the meeting held on Wednesday 31 July 2024 should be accepted as an accurate record, and signed accordingly.

## **24.9.6 ACTIONS FROM PREVIOUS MEETINGS**

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

### **24.9.6.1 People & Place Plan**

As agreed at the July meeting, JC had invited Jo Wood from Babergh to the October meeting to tell councillors more about this.

## **24.9.7 FINANCIAL MATTERS**

### **24.9.7.1 RFO's report**

It was proposed by SL, seconded by JDC and agreed unanimously that the finance report for 25.9.24 should be approved and payments of £1625.52 authorised; the bank statements were noted.

### **24.9.7.2 Insurance renewal**

It was proposed by GC, seconded by JT and agreed unanimously to renew the PC's insurance policy with Zurich Municipal; the premium of £300 remained the same as the previous year. JC confirmed that the policy was specifically for parish councils, and provided more than adequate cover. In response to a question from JDC, she would check the public liability cover and also confirm that cover for volunteers was included\*. It was agreed that it would be good practice to seek alternative quotes before the next renewal date.

*(\*JC subsequently confirmed that public liability cover was £12,000,000 and volunteers were covered by the policy).*

## **24.9.8 REPORTS FROM COUNCILLORS**

### **24.9.8.1 Emergency Plan**

The working party had met and the recommendations were noted. JW agreed to consider a locality grant of £400 towards two emergency boxes. Councillors were happy with the course of action being taken.

## **24.9.9 SPEEDING**

JDC reported that during the period 21-27 August, the average speed of vehicles entering the village from Hadleigh was 27mph, with the maximum speed recorded at 47mph; the maximum speed of vehicles travelling in the other direction was 53mph. At the Marquis end, the average speed of vehicles entering the village was 27mph and the maximum was 62mph; the average speed of vehicles leaving the village was 31mph and the maximum was 59mph. However, JDC was now experiencing problems with downloading the data to the laptop; SL suggested that Elan City should send an engineer to investigate; it was noted that the company had sent equipment that was surplus to requirements and this could be collected at the same time. It was agreed that additional traffic calming measures should be discussed with Highways, eg chicane, dragons' teeth, extended speed limit - although it was noted that previous discussions with Highways had been unsuccessful.

## **24.9.10 PLANNING**

### **24.9.10.1 DC/24/03316 - Brickyard (new house to rear of Blacksmiths House, The Street)**

Councillors had no objections to the application for a non material amendment (insertion of two additional windows), as long as the privacy of near neighbours was taken into consideration.

### **24.9.10.2 DC/24/03812 - Rowan Cottage, Stoke Road**

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

**24.9.10.3 DC/24/04012 - Cherry Orchard Farm, Stoke Road**  
The application for a Lawful Development Certificate was noted.

**24.9.10.4 DC/24/03504 - Marquis of Cornwallis**  
The discharge of conditions (Noise Restriction and Noise Management Plan) was noted. SL noted that the deadline for comments had been 30 August, but discharge of the conditions had actually taken place on 19 August; JW said that the noise management plan was already in place and a site visit had confirmed that all conditions had been met, so Babergh had agreed to the discharge in order to allow a wedding booked some time ago to take place. In response to a question, JW said that if anyone had objected before the 30<sup>th</sup>, Babergh could have been asked to review their processes.

**24.9.11 INTERNAL CONTROLS STATEMENT**

With a couple of minor updates, it was proposed by SR, seconded by JDC and agreed unanimously to approve the Internal Controls Statement for 2024-25.

**24.9.12 SCC COMMUNITY SELF-HELP SCHEME**

It was agreed not to participate in this scheme at the present time.

**24.9.13 AUTUMN TIDY UP - SATURDAY 12 OCTOBER**

SR's text for the HCN was noted. JW would ensure the Brett Green grass was cut beforehand. SR would produce posters and an updated risk assessment; JC would send a community email.

**24.9.14 REMEMBRANCE SUNDAY - 10 NOVEMBER**

It was agreed that the PC should lay a wreath as usual; JC would order this, to be laid by SL. SR would check whether the War Memorial required cleaning.

**24.9.15 CLERK'S CORRESPONDENCE**

**24.9.15.1 Road signage**

A parishioner had suggested there should be some signage at the junction of Upper Street and Mill Lane to indicate that there was no through road to Lower Layham past the Mill. It was agreed that JC would contact SCC to request a sign.

**24.9.15.2 Broken signpost**

JC had reported the broken signpost at the junction of Stoke Road and Shelley Road in Lower Layham; the sign had clearly rotted and the arms were lying on the ground. She had received a response from SCC which stated that they had visited the location and assessed it against their Highway Maintenance Operational Plan but could take no action '*as this does not meet our intervention criteria*'. JC would ask them to clarify their '*intervention criteria*'; SL would also contact SCC.

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

None.

**24.9.17 DATE OF NEXT MEETING**

7.30pm on Wednesday 30 October 2024, in the Village Hall.

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