

## LAYHAM PARISH COUNCIL

**DRAFT** Minutes of the meeting of the Council held at 7.30pm on  
Wednesday 30 October 2024 in the Village Hall

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

**In attendance:** 1 member of the public

**Apologies:** Sue Keeble (SK)  
Julie Thickpenny (JT)  
Georgia Hall, Suffolk CC (GH)  
John Ward, Babergh DC (JW)

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### 24.10.1 APOLOGIES

See above - apologies were accepted from SK and JT.

### 24.10.2 DECLARATIONS OF INTEREST

None.

### 24.10.3 PUBLIC FORUM

The member of the public present referred to the discussion at the September meeting concerning the early discharge of conditions for the Marquis, prior to the agreed deadline for comments. He felt that procedures should be respected and this should not have happened. As the minutes of the September meeting stated, the PC had raised this with Cllr Ward; he had confirmed that the Noise Management Plan was in place before the conditions were lifted - however, if anyone had objected after this, and before the original deadline, Babergh could have been asked to review their processes; SL said that anyone unhappy with the way in which this had been handled could refer it to the Ombudsman. There was also concerned about car parking arrangements at recent events; JC said this was partly due to guests refusing to park where they were directed.

### 24.10.4 PEOPLE & PLACE PLANS

Due to staff changes at Babergh this item was deferred to the November meeting, when David Clarke would give a presentation.

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

WD said he would be interested to know how the scrapping of proposed devolution for Suffolk would impact on both the district and the county.

#### 24.10.5.1 District Council

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. With regard to the increased bin collections discussed at the last meeting, SL understood that micro businesses (those with fewer than 10 employees) would have until 2027 to implement the changes; JC would ask JW for an update in November. She would also ask JW to explain why the Corks Lane development was some £3m over budget. The proposed car parking charges in Hadleigh had not yet been implemented; JC would check whether this had been delayed, and would also ask JW to report on progress at the Annual Parish Meeting in April 2025.

#### **24.10.5.2 County Council**

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. WD was concerned about the recent road closures for various works to be carried out, including repairs to potholes; the signage was often misleading and/or in the wrong place, leading to confusion. JDC said he would be interested to know why Hadleigh had not been included in the 'Plus In Suffolk Car Clubs' initiative - electric vehicles which local residents could book by the minute, hour or day. The planned locations included Ipswich, Bury St Edmunds, Newmarket, Sudbury, Needham Market, Stowmarket, Lowestoft and Woodbridge.

#### **24.10.6 MINUTES OF PREVIOUS MEETING**

It was proposed by JDC, seconded by WD and agreed unanimously that the minutes of the meeting held on Wednesday 25 September 2024 should be accepted as an accurate record and signed accordingly.

#### **24.10.7 ACTIONS FROM PREVIOUS MEETINGS**

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

##### **24.10.7.1 Data from SIDs**

JDC was due to have an online meeting with Elan City on 4 November to try and address the problems with downloading data to the laptop. When the speeding working party next met, they would identify possible additional traffic calming measures to be discussed with Highways.

##### **24.10.7.2 Sign for top of Mill Lane**

JC confirmed that she had contacted SCC to request a sign at the junction of Mill Lane and Upper Street stating that there was no vehicular access to Lower Layham.

##### **24.10.7.3 Broken signpost in Lower Layham**

JC had challenged SCC's comment that the broken signpost at the junction of Shelley Road and Stoke Road 'did not meet the criteria for intervention'. GH had subsequently agreed to fund a replacement sign from her own budget; this work would be carried out in approximately fourteen weeks' time. JC would ask that the damaged 30mph sign on Stoke Road be repaired too.

#### **24.10.8 FINANCIAL MATTERS**

##### **24.10.8.1 RFO's report**

It was proposed by SL, seconded by GC and agreed unanimously that the finance report for 30.10.24 should be approved and payments of £887.97 authorised; the bank statements were noted.

##### **24.10.8.2 Budget & Precept**

A working party comprising JDC, GC and JC would meet on Friday 15 November and would bring recommendations to the November PC meeting. JC would provide background information to aid the discussion; she would also remind the three village organisations (Church, Playing Field and Village Hall) to submit brief business plans justifying their annual allowance from the PC.

##### **24.10.8.3 NJC pay awards**

The national pay scales for 2024-25 had been agreed; it was proposed by JDC, seconded by WD and agreed unanimously to approve the increase to JC's salary, backdated to 1.4.24.

#### **24.10.9 REPORTS FROM COUNCILLORS**

##### **24.10.9.1 Autumn Tidy-Up**

SR's report was noted; she would remind Babergh that the rubbish collected in Lower Layham had not yet been removed.

**24.10.9.2 Emergency Plan**

The recommendations from the working party were noted and the action being taken was endorsed, including the purchase of walkie-talkies; these would require a licence costing £75 for five years and it was proposed by GC, seconded by WD and agreed unanimously to apply for this. The cost of equipping two emergency boxes would be around £500. At the last meeting JW had said he would consider allocating some funding from his locality budget; JC would follow up on this. JDC and SR had attended the recent Suffolk Highways Forum on flooding and drainage, which had included a discussion on emergency planning.

**24.10.10 PLANNING**

**24.10.10.1 DC/24/03940 - Lots Farm, Rands Road**

There were no objections to the application for Listed Building Consent.

**24.10.10.2 DC/24/03812 - Rowan Cottage, Stoke Road**

It was noted that permission had been granted for the erection of a two-storey side extension.

**24.10.11 RISK ASSESSMENTS**

**24.10.11.1 Management & Financial**

It was agreed that no changes were needed; the risk assessment was approved for 2024-25.

**24.10.11.2 General**

JDC suggested a minor addition concerning the SID devices; with this change the risk assessment was approved for 2024-25.

**24.10.12 CLERK’S CORRESPONDENCE**

JC confirmed that Babergh’s contractors had notified her in advance of the road sweeping in Upper Layham, meaning that residents of Brett Green were able to move their cars out of the way. The contractors had confirmed that Lower Layham had been swept earlier in October.

**24.10.13 DATE OF NEXT MEETING**

7.30pm on Wednesday 27 November 2024, in the Village Hall.

**24.10.14 MEETING DATES FOR 2025**

Meeting dates for 2025 were agreed as below (all Wednesdays at 7.30pm in the Village Hall). These would be put on the website and the noticeboards.

|                |              |
|----------------|--------------|
| 15 January     | 4 June       |
| 26 February    | 23 July      |
| 26 March       | 24 September |
| 30 April (APM) | 29 October   |
| 14 May (AGM)   | 26 November  |

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