

LAYHAM PARISH COUNCIL

DRAFT Minutes of the meeting of the Council held at 7.30pm on Wednesday 26 November 2025 in the Village Hall

Present: Jane Cryer - Clerk (JC)
Will Dunn (WD)
Sue Keeble (SK)
Steve Laing - Chairman (SL)
Sheila Roberts (SR)

In attendance: John Ward, Babergh DC (JW)
Michael Woods (part)
Jan McNelly (part)

Apologies: Gillie Cranfield (GC)
John Curran - Vice Chairman (JDC)
Julie Thickpenny (JT)
Georgia Hall, Suffolk CC (GH)

25.11.1 APOLOGIES

Apologies were accepted from GC, JDC and JT.

25.11.2 DECLARATIONS OF INTEREST

None.

25.11.3 PUBLIC FORUM

Michael Woods and Jan McNelly, representing the Playing Field and the Village Hall respectively, thanked the PC for its financial support and hoped that this would continue.

25.11.4 ADJOURNMENT TO RECEIVE REPORTS FROM OUTSIDE BODIES

25.11.4.1 District Council

Written reports for August and September had been circulated prior to the meeting, copies of which are filed with these minutes. Babergh had reduced the gap in their budget, but JW stressed there was more work to be done before the budget was finalised; government funding was being prioritised for major metropolitan areas. With regard to the new Joint Local Plan, submissions had been invited for potential locations for future development in order to help ensure BMSDC would be able to meet the new housing targets. Applications to the Bramford to Twinstead Reinforcement project community benefit fund would be invited in the new year. The shortlist of mayoral candidates had been finalised. BMSDC had revised the rules concerning Listed Building consent, which would no longer be required for the installation of double glazing.

25.11.4.2 County Council

Written reports for August and September had been circulated prior to the meeting, copies of which are filed with these minutes; the report was noted.

25.11.5 MINUTES OF PREVIOUS MEETING

It was proposed by SL, seconded by SR and agreed unanimously that the minutes of the meeting held on Wednesday 29 October should be accepted as an accurate record, and signed accordingly.

25.11.6 ACTIONS FROM PREVIOUS MEETINGS

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

25.11.6.1 Defibrillator at the Marquis

As noted at the October meeting, the defibrillator located at the Marquis would require replacing during the next twelve months. SL suggested asking whether they would consider funding a new defibrillator which could be used by the community as well as hotel guests.

25.11.6.2 Sign for Mill Lane

JC had requested a new quote from Highways for one sign (rather than three); she would chase a response.

25.11.7 FINANCIAL MATTERS

25.11.7.1 RFO's report

It was proposed by SL, seconded by SK and agreed unanimously that the finance report for 26.11.25 should be approved and payments of £1,040 authorised.

25.11.7.2 Budget & Precept

A draft budget and recommendations from the working party had been circulated before the meeting. It was proposed by SL, seconded by SR and agreed unanimously to accept the draft budget and the working party's recommendation that, as projected expenditure for 2026-27 was approximately 9% higher than in the current year, the precept should be increased to £15,500 - an increase for a Band D property of £7, spread over ten months. It was agreed that a proposal from SL about the way in which the PC might support the three village organisations (Village Hall, St Andrew's and the Playing Field) in future would be discussed at the January meeting.

25.11.7.3 Internal audit

It was proposed by SK, seconded by SR and agreed unanimously to appoint SALC as internal auditor for the year 2025-26.

25.11.8 SPEEDING ALONG STOKE ROAD

It was agreed to contact SCC Highways to discuss whether the 30mph speed limit along Stoke Road could be extended now there were more houses.

25.11.9 CLERK'S CORRESPONDENCE

25.11.9.1 Allotments

A person interested in the vacant allotment, not currently fit for purpose, had offered to organise and fund its refurbishment. It was agreed that, should this go ahead, the rent and associated running costs would be waived rent for a year.

25.11.10 CLERK'S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING

None.

25.11.11 DATE OF NEXT MEETING

7.30pm on Wednesday 14 January 2026, in the Village Hall.

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