

# LAYHAM PARISH COUNCIL

Minutes of the Annual Parish Meeting  
held at 7.30pm on Wednesday 27 April 2016 in the Village Hall

**Present:** John Curran (JDC)  
Jane Cryer - Parish Clerk (JC)  
Ron Gunn (RG)  
Steve Laing - Vice Chairman (SL)  
David Pratt (DP)  
Sheila Roberts (SR)  
Doreen Sillett (DS)  
Michael Woods - Chairman (MW)

**In attendance:** Gordon Jones, Suffolk CC (GJ)  
John Ward, Babergh DC (JW)  
Members of the public: Charlotte Britton, Colin Britton, Richard Cranfield, Sue Curran, Brian Hempstead, Noel Herring, Sally Jervois, Lynne Kelly, Mike Kelly, Sally Looker, Tim McNelly, Jonathan Oldham, Mary Pain, Bob Sillett, Jeff Ward, Margaret Woods

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## 16.04.1 INTRODUCTION & APOLOGIES

The Chairman welcomed everyone to the meeting. Apologies had been received from Lesley & Peter Garnett and Brian Moyse.

## 16.04.2 MINUTES OF PREVIOUS MEETING

It was proposed by Noel Herring, seconded by Ron Gunn and agreed unanimously that the minutes of the Annual Parish Meeting held on Wednesday 16 April 2015 should be accepted as an accurate record, and signed accordingly. There were no matters arising not covered by the agenda.

## 16.04.3 REPORTS *(full reports are held on file with the minutes)*

### 16.04.3.1 Suffolk County Council

Councillor Gordon Jones highlighted some of the key points of his report:

- Council tax had been frozen for the sixth year in a row; however, the council had decided to implement the 2% National Adult Social Care Levy to support the implementation of the National Living Wage.
- Suffolk County Council's Children's Services had been rated 'good' by Ofsted following the publication of its inspection report on 15th February 2016. The report praised the work of the council in protecting and looking after children and young people, with some areas of outstanding practice highlighted in the report. Suffolk now sat in the top 22% of local authorities in the country and, out of the last 17 inspections across the county, just one other authority had been judged 'good'.
- The green light had been given for the new Wet Dock crossing in Ipswich, which will span the waterfront area of the town to connect communities with a new road infrastructure.
- Better Broadband - a resolution had been reached between DCMS and the EU which would enable SCC to spend £30m of public funding, as well as the monies clawed back from the first contract - a total of £33.9m on Phase 2. The first phase of rollout would be shown on a map on the SCC website, and the second phase would be added within the next couple of months. In response to a question from SL, Councillor Jones said the EU's involvement was because of the size of the contract.

Councillor Jones said he had enjoyed working with Layham Parish Council over the past year, and said he was pleased to have been able to contribute £840 from his Locality Budget towards the cost of the renewal of the footpath at St Andrew's Church to assist with disabled access; he had also been able to contribute £826.38 towards the cost of LED panel lights for the Village Hall. However, he said perhaps the most important achievement had been the successful outcome of an application to the Speed Limit Panel in March, for an

extension to 30 mph beyond the Marquis of Cornwallis, and the introduction of a 40 mph limit between Benton Street in Hadleigh & Upper Layham. The formal legal process was now taking place and it was hoped that the new limits would become effective in the next few months.

#### **16.04.3.2 Babergh District Council**

Councillor John Ward highlighted some of the key points of his report:

- Babergh was now being run by a majority administration for the first time.
- Council tax had been increased for the first time in several years - the increase equated to just £5 per year, or 9.6p per week, for a band D property.
- Planning - Babergh had planning consent to build 27 new council homes supported by Homes and Communities Agency grant funding. These were the first council houses to be built in a generation and would be completed by the end of 2016/17 (12 in Lavenham, 15 in Glemsford).
- Community Infrastructure Levy (CIL) - in January Babergh and Mid Suffolk voted to adopt CIL charging in the districts. This had started on 11 April, meaning that any planning permission granted on or after this date could be liable to pay CIL. The Infrastructure Team would be providing further information over the coming months at Parish Liaison meetings.
- Photovoltaic Panels (PVs) had been installed across a number of properties (houses and other buildings) owned by Babergh and Mid Suffolk.

#### **16.04.3.3 Budget & Finance**

The Clerk said she was in the process of finalising the accounts for 2015/16 which would then go for internal audit, before being formally approved by the Parish Council. As usual, they would then be sent to BDO for external audit. The precept had not been increased for 5 years, but the decision had been made to increase it for 2016/17. Parish Council members had agreed a recommendation from the Finance Working Group that the allowances paid to the PCC (for churchyard maintenance at St Andrew's Church), the Village Hall and the Playing Field should be increased - the first increase for thirty years. This was in recognition of the work put in by a small number of volunteers who worked tirelessly to keep those three cornerstones of village life going for the benefit of all. The effect of the increase was an increase of approximately 47p per month, based on a Band D property. The PC was in the process of accessing a Section 106 grant from Babergh which it hoped would enable the Playing Field Committee to lay artificial turf in front of each goal area. The remainder of the cost would be met from existing Playing Field funds. The Parish Council continued to receive recycling credits and this money was used for the benefit of the community.

#### **16.04.3.4 Publicly owned land and property**

With regard to recycling credits, he said the total amount received to date was around £1300. New contractors had been appointed for both the glass and the textile banks, and both were now being emptied more regularly. A half allotment was available to rent; should anyone be interested they should contact the Clerk. RG and MW drew up a list each year of jobs to be done in the village and liaised with Babergh - during the past year some new trees had been planted at Old Orchard. RG requested that any notices put up in the village were taken down once the event was over.

#### **16.04.3.5 Emergency Planning**

JDC reported that April 2015 had seen the commissioning of the first defibrillator in the old telephone box outside the Queen's Head in Lower Layham. Following its installation, it was nearly called into use when a customer at the Queen's Head collapsed. Although the defibrillator was brought to the person it was not required - happily the person made a full recovery. The PC's intention was to have at least two defibrillators in Layham and a second defibrillator had been received free of charge from the British Heart Foundation (BHF). The location for this would be the old telephone box in Upper Layham; plans were in progress to clean and paint the box ready for its installation. In addition, it was hoped that an additional defibrillator would be located at the Marquis of Cornwallis when the building work was completed. When the defibrillator from the BHF was received, the PC also received 10 'mini Annie' CPR dummies together with instructional DVDs; the PC was in the process of offering an instructional course to all Layham parishioners who would like to be trained. Work continued on the Layham Emergency Plan and it was hoped to publish this shortly. JDC thanked all the parishioners who had volunteered to snow clear, grit spread or be an ELV.

#### **16.04.3.6 Green Team**

SR and DS had taken over as joint leaders of the Green Team in July 2016. Previously, Lesley Garnett was the Green Team leader and SR thanked her for the time and commitment she gave to the role. She led a range of successful initiatives including setting up the recycling site, management of the conservation area, installation of barn owl boxes, and the annual spring clean. Tasks carried out by the Playing Field Committee also helped to conserve the natural environment including, for example, recent hedge management and installation of bird boxes. Another successful spring clean was held in February 2016, publicised through posters, community emails and the Hadleigh Community News. 30 volunteers took part and litter was collected from most of the public areas in Upper and Lower Layham, plus the roads to Shelley and Hadleigh. Dog waste continues to be a concern and some fly-tipping was reported to Babergh District Council.

#### **16.04.3.7 Footpaths & Highways**

SL reported on the successful initiative to extend the 30 mph speed limit in Upper Layham beyond the Marquis of Cornwallis, and the introduction of a 40 mph limit between Benton Street in Hadleigh & Upper Layham. The PC was now hoping to lobby for the speed limit on Stoke Road in Lower Layham to be extended to the edge of the village. SL reminded the meeting that potholes etc could be reported to SCC online.

#### **16.04.3.8 Local History Recorder**

MW had taken over as Local History Recorder during the year, which entailed keeping a diary, words and photographs of what happens in the community and submitting an annual report to the Suffolk Local History Council. His full report covered such subjects as the restoration of the Marquis of Cornwallis, cycling races through Layham, the installation of the first defibrillator, the success of the owl box and the path across the playing field. An offshoot of the role was the establishment of a Layham Local History Group, which was about to have its first Annual Meeting and be formally constituted. Ten people were participating in putting together a Layham Archive and researching village history.

#### **16.04.3.9 Community Lunch**

Sue Curran reported that there had been three Community Lunches during the year. Demand had exceeded availability at most events, resulting in a waiting list. The cost had been held to £5 - very good value for a two course meal with tea and coffee. Fresh ingredients were sourced locally wherever possible, so local businesses had also benefited. Sue thanked Steve and Tanith at the Queen's Head for continuing to host the events and for all their hard work - which, for them, is a non-profit making lunch. She also thanked Lesley Garnett, Sonia Groom, Shelia Roberts, and Jan Cattell for their hard work preparing, serving, and washing up.

#### **16.04.3.10 PCC**

Sally Jervis, one of Layham's Churchwardens, thanked the PC for increasing its grant to the PCC. She also thanked the Friends of St Andrew's for their contribution to the re-leading. Three gravestones had also been repaired. Some of the fund-raising activities during the year included a plant sale, a bake-off, hot lunches, a barbecue and regular coffee & cake mornings in the church.

#### **16.04.3.11 Friends of St Andrew's**

Richard Cranfield explained that this was a charitable trust which looked after the assets of the church. Two fund-raising events had been held since the trust was set up, which had enabled the Friends to contribute to the repairs to the church roof. There were currently between 30 and 40 Friends signed up, who each paid an annual subscription - resulting in an annual income of around £1500. In response to a question from Sally Jervis, Richard said there was a Friends website, although this did require updating.

#### **6.04.3.12 Playing Field Management Committee**

MW thanked the other members of the 2015-16 Management Committee for their hard work and loyalty: Lester Bennett, Simon Bewsher, Colin Brown, Jane Elliott, Nick Elliott, John Millman, Sam Millman, Neil Riches and Andy Thorp. He also thanked the 'friends of the field' who were not committee members, but who carried out valuable work during the year: Ron Gunn, John McLeod and George Wyatt. Perhaps the most significant improvement on the field, funded by the Parish Council, was the laying of a grass mat pathway between Brett Green and Mill Lane. MW thanked John McLeod and George Wyatt, both volunteers from Hadleigh, who carried

out the work. Over the winter months 12 bird boxes had been made and placed in trees round the field and two new benches had been installed in the apparatus area, thanks to Colin Brown. Grass and hedge cutting had been accomplished as usual and two full days of work by Community Payback teams helped by clearing overgrown bushes and undergrowth. General maintenance carried out by work parties included repairing the damaged ball wall, painting cricket stumps and a goalmouth onto the wall, replacement of supports on the slide ramp, repair of the basketball back board and ring and the willow dome cut back to promote fresh growth. MW thanked the Parish Council for its increased annual grant.

**16.04.3.13 Village Hall Management Committee**

DP referred to the improvements made during the year - the new ceiling and improved lighting. He said Health & Safety regulations meant the work had to be carried out professionally rather than by volunteers, resulting in higher expenditure. He thanked the Committee members, and said they were keen to recruit some new members during the coming year.

**16.04.3.14 Layham Social Club**

DS said the Layham Social Club met once a month on a Tuesday afternoon. Approximately 15 people attended each time, paying a nominal amount of £1.50 to cover hall rental and tea or coffee. The meetings were informal, with members deciding at each meeting what they would like to do at the following one. New members were always welcome.

**16.04.3.15 Old Queens' Social Club**

SR said the Queen's Head Fund currently stood at just over £2000. For about 20 years participants in a range of activities, organised by staff and customers at the pub, have been making donations towards this fund. Activities had included walks and cycle rides, and competitions such as boules, duck races, golf, pumpkin carving, conkers and limerick writing. The fund supports the local community including: a drug driver and nebuliser for Hadleigh Health Centre, Shelley RDA, the Chernobyl Children's Project, Xanthe Carter and, more recently, a contribution to a defibrillator for Layham.

**16.04.3.16 Chairman's summing up**

MW thanked the Parish Councillors and the Clerk for their hard work during the year - and congratulated the Clerk on attaining her CiLCA qualification.

**16.04.4 MATTERS RAISED BY PARISHIONERS**

There were no matters raised not covered by the agenda. Following the meeting, the Layham Local History Group gave a presentation on '*Layham in the newspapers 1760 - 1922*'.

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**Chairman**

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**Date**