

## LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on  
Wednesday 29 March 2017 in the Village Hall

**Present:** Jane Cryer - Clerk (JC)  
Ron Gunn (RG)  
Steve Laing - Vice Chairman (SL)  
Sheila Roberts (SR)  
Doreen Sillett (DS)  
Michael Woods - Chairman (MW)

**In attendance:** Gordon Jones, Suffolk CC (GJ)  
John Ward, Babergh DC (JW)  
Graham Coleman - Parishioner

**Apologies:** John Curran (JDC)  
David Pratt (DP)

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### PUBLIC FORUM

Following several incidents involving the dogs at Waterhouse Farm, it had been agreed at the last meeting to invite a representative from the police to this meeting. Unfortunately no one had been available, but PC Chris Garrod had contacted JC by email. Mr Coleman, who had been involved in four attacks over the past few months, said he had reported each incident to the police, who had promised to visit the owners and provide feedback. However, Mr Coleman had heard nothing further and had written to Tim Passmore, the Police & Crime Commissioner for Suffolk, to register his dissatisfaction with the way the issue was being handled. It was proposed by SL, seconded by DS and agreed unanimously that JC would write to Mr Passmore to raise the parish council's concerns. GJ said he would also raise the matter with Mr Passmore; Mr Coleman would email details to him.

#### 17.3.1 APOLOGIES

See above.

#### 17.3.2 DECLARATIONS OF INTEREST

None.

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

##### 17.3.3.1 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. With regard to affordable housing, JW said Babergh also planned to invest in homes for shared ownership. In response to a question from MW, he said these new homes would be located in areas where there was a known need, but would depend on availability of sites. In response to a question from SL about East House, JW would find out whether the money from its sale would be ring-fenced for housing. With regard to Babergh's current offices, it was not yet clear whether they would be used for housing in the future; consultants had been appointed to look at the various options. In response to a request from SL, JW said he would find out how much had been spent on consultants' fees; he confirmed that around £400,000 had been earmarked for planning costs.

##### 17.3.3.2 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. SL commented that he welcomed the new campaign - Suffolk Life Savers - which aimed to prevent suicide in the county. He asked whether there was any funding in SCC's budget for mental health issues, apart from the national levy; GJ said the council had made provision and was looking to put a clear 'pathway' and single point of contact in place.

SL repeated his suggestion, made at the last meeting, that first aid training in schools should be included as part of the curriculum in order to benefit the community.

#### **17.3.4 MINUTES OF PREVIOUS MEETING**

It was proposed by SL, seconded by SR and agreed unanimously that the minutes of the meeting held on Wednesday 22 February 2017 should be accepted as an accurate record, and signed accordingly.

#### **17.3.5 ACTIONS FROM PREVIOUS MEETINGS**

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

##### **17.3.5.1 30mph speed limit in Stoke Road**

GJ said he would be happy to support this, in principle. However, he was not able to pledge any financial support at the current time, as the County Council had now entered 'purdah' until the elections on 4 May; it was therefore agreed to leave any further action until after the elections. RG thanked GJ on behalf of the parish council for his support over the past few years.

##### **17.3.5.2 Layham Road playing field lights**

SL had spoken to the Rugby Club's committee members and the issue would be raised at their next committee meeting.

##### **17.3.5.3 Road sweeping**

Advance notice had been received of the road sweeping carried out in February, and residents had moved their vehicles as requested, enabling a satisfactory job to be done. JC would request a timetable for future activity.

##### **17.3.5.4 WWI Planning Group**

SL had contacted David Aplin, who had said he would be happy to be involved; however, he would not be able to lead the group as he usually worked away from home during the week.

#### **17.3.6 FINANCIAL MATTERS**

##### **17.3.6.1 RFO's report**

It was proposed by DS, seconded by SR and agreed unanimously that payments of £1,583.60 should be authorised. It was noted that recycling credits of £195.43 had been received.

#### **17.3.7 REPORTS FROM COUNCILLORS**

##### **17.3.7.1 Green Team report**

SR's report on the annual Spring Clean was noted. MW thanked her and DS for organising the event.

##### **17.3.7.2 Chairman's report**

MW's report on the Playing Field and the Local History Group was noted; the LHG had received a grant of £722.48 from the Suffolk Community Foundation, some of which would be used for display boards.

##### **17.3.7.3 Parking**

DS's report on the recent parking incident in Mill Lane as noted; the issue had now been resolved.

#### **17.3.8 PLANNING**

##### **17.3.8.1 B/16/01740 - Willowbrook, Overbury Hall Road**

It was noted that the application for the erection of a two-bay cartlodge and store, with new boundary wall, had been approved.

## **17.3.9 POLICIES**

### **17.3.9.1 Internal Control Statement**

The existing Internal Control Statement was reviewed; it was proposed by MW, seconded by RG and agreed unanimously that no amendments were necessary and the Statement was signed by the Chairman.

### **17.3.9.2 Standing Orders**

JC had reviewed the Standing Orders in line with the latest NALC model template. Her recommendations were discussed in detail and amendments agreed. It was proposed by MW, seconded by SL and agreed unanimously to adopt the revised Standing Orders with immediate effect.

### **17.3.9.3 Financial Regulations**

JC had reviewed the Financial Regulations in line with the latest NALC model template. Her recommendations were discussed in detail and amendments agreed. It was proposed by SL, seconded by SR and agreed unanimously to adopt the revised Financial Regulations with immediate effect.

## **17.3.10 VILLAGE KEEPER**

It was proposed by MW, seconded by RG and agreed unanimously to accept the quotation of £65 from Anthony Owers to tidy the hedge along Mill Lane, remove damaged limbs from trees, brushcut and strim the embankment and move cuttings etc to conservation area. MW would confirm with Mr Owers that the quotation covered both sides of Mill Lane.

## **17.3.11 TELEPHONE BOXES**

SL explained that there was a company (X2 Connect Ltd) that supplied spare parts for red phoneboxes, including etched glass defibrillator signs, at a cost of £20.30 each, plus VAT. He proposed that the parish council should purchase three signs, two for the phonebox in Upper Layham and one for Lower Layham. His proposal was seconded by RG and agreed unanimously; JC would place the order. It was also agreed to check the lighting in both phoneboxes in due course.

## **17.3.12 LAND IN FRONT OF 7 & 8 UPPER STREET**

Following a site meeting with MW and JC, Mel Harvey, Babergh's Communities Officer, had produced a short report with some suggestions. She had discussed the issues with Peter Garrett and also with Gavin Fisk, Corporate Manager for the Housing Revenue Account (HRA) Income & Business Performance - ie, the 'land owner'. However as none of the properties were still owned by the Council, the Council would not be prepared to contribute towards any improvements to the land. SL referred to a community asset transfer and suggested asking whether each resident would like to own the land in front of their house; however, MW said that not everyone would maintain their 'bit' in the same way. SL proposed that the parish council should try to obtain the land at a peppercorn rent for a specified period of time, with an option to purchase at some point in the future. His proposal was seconded by MW and agreed unanimously; JC would contact Lynn Morris, Senior Asset Utilisation Officer.

## **17.3.13 CPR TRAINING**

MW said that, as well as Charles Panting, another parishioner had agreed to help with training sessions. It was agreed that MW and JDC would meet both men to discuss this further, and would report back to the May meeting.

## **17.3.14 ANNUAL PARISH MEETING - THURSDAY 27 APRIL**

MW confirmed that Alex Moore da Luz from Suffolk CC, would give a presentation on the Stour Valley Project before the meeting proper. It was agreed to serve refreshments once the meeting had closed; SL confirmed he would organise this. JC would invite parish organisations to give short reports and would ensure the meeting was publicised via the noticeboards and community email; MW had included notice of the meeting in the latest issue of the HCN.

**17.3.15           CORRESPONDENCE**

None.

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

None.

**17.3.17           DATE OF NEXT MEETING**

Annual Parish Meeting - 7.30pm on Thursday 27 April 2017, in the Village Hall.

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