

LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on
Wednesday 26 September 2018 in the Village Hall

Present: Jane Cryer - Clerk (JC)
John Curran (JDC)
Steve Laing - Vice Chairman (SL)
Sheila Roberts (SR)
Michael Woods - Chairman (MW)

In attendance: John Ward, Babergh DC (JW)

Apologies: Charlotte Britton (CB)
Ron Gunn (RG)
David Pratt (DP)

Gordon Jones, Suffolk CC (GJ)

18.9.1 APOLOGIES

Apologies were accepted from CB, RG and DP. It was noted that CB was attending a New Councillor training course.

18.9.2 DECLARATIONS OF INTEREST

None.

18.9.3 PUBLIC FORUM

There were no parishioners present.

18.9.4 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

18.9.4.1 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. Work was due to commence on a new multi-use games area in Belle Vue Park, Sudbury. The Customer Services 'pop-up' in Shotley was proving to be a success and plans were being drawn up to bring it to Hadleigh during October; a member of staff from Babergh would be present one day a week and on other days staff from Hadleigh Town Council would provide assistance. In response to a question from SL, JW said information would be posted on noticeboards. Babergh had commissioned an options and appraisal study from Carter Jonas on the future of the Delphi Industries site in Sudbury. In response to a question from SL, JW confirmed that Carter Jonas had tendered for the work; SL noted that one of the directors of Cifco was a former director of Carter Jonas. In response to a question from JDC, JW said the planning application in respect of the former Babergh offices in Corks Lane would be submitted shortly. MW praised Babergh and Mid Suffolk's joint Homelessness Reduction Strategy.

18.9.4.2 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. It was agreed to bring any questions for GJ to the next meeting. SR noted that the website link www.betterbroadbandsuffolk.com did not appear to be working.

18.9.5 MINUTES OF PREVIOUS MEETING

It was proposed by SL, seconded by JDC and agreed unanimously that the minutes of the meeting held on Wednesday 22 August 2018 should be accepted as an accurate record, and signed accordingly.

18.9.6 ACTIONS FROM PREVIOUS MEETINGS

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

18.9.6.1 Sign for the top of Water Lane (not suitable for HGVs)

JC had received confirmation from SCC Highways that the sign had been ordered and work would be completed within 14 weeks from end September 2018. It was agreed that she would request information on the size and exact location of the sign.

18.9.6.2 CPR training

MW confirmed that the trainers could be available on any weekday evening.

18.9.6.3 S106 application - play equipment for Playing Field

MW said 38 parishioners/visitors had signed the questionnaire, representing 92 children. He and JC would finalise the application form for submission to Babergh.

18.9.7 FINANCIAL MATTERS

18.9.7.1 RFO's report

It was proposed by JDC, seconded by SR and agreed unanimously that the finance report for 26 September 2018 should be approved and payments of £3,844.93 authorised; this sum included payment to UK Power Networks for electrical connections for the defibrillator on Brett Green, the annual insurance renewal and the annual grant to the PCC. The second tranche of the precept had been received from Babergh.

18.9.7.2 Insurance renewal

The PC had agreed to opt for a 5-year Long Term Undertaking with Zurich, administered through Community Action Suffolk, which would expire in 2021; the renewal of £188.95 had been included in the payments made in September (see above).

18.9.7.3 Wheelie bin for the Playing Field

MW proposed that a 120 litre bin at an approximate cost of £35 plus delivery should be purchased; this was seconded by JDC and agreed unanimously. JC would place the order.

18.9.7.4 Defibrillator for Brett Green

The oak stand was now finished and would be installed shortly. It was agreed that JC would write to thank the person who had made it, and also the people who had allowed him to use their workshop.

18.9.8 REPORTS FROM COUNCILLORS

No reports submitted.

18.9.9 PLANNING

18.9.9.1 DC/18/00964 - Marquis, Upper Street

It was noted that the application for external lighting had been approved, with specific conditions including restrictions on lighting times.

18.9.10 MAJOR REVIEW OF HIGHWAYS MAINTENANCE IN SUFFOLK

It was proposed by MW, seconded by SL and agreed unanimously to submit to Suffolk CC the report produced by the working group giving the views of the PC on some of the issues raised.

18.9.11 REVIEW OF PARISH PLAN

MW confirmed that CB would be happy to take the lead on this, given her background and relevant experience. He proposed that she should be asked to start the process; this proposal was seconded by JDC and agreed unanimously. MW would ask her for initial thoughts by the November meeting.

18.9.12 LITTER PICK

It had been agreed at the last meeting to hold an autumn ‘tidy up’ on Saturday 20 October at 10am. SR said the Hadleigh Volunteers would clean up to the boundaries of Lower and Upper Layham with Hadleigh, and would be happy to provide more help if necessary. She had contacted Babergh who would deliver bags and then collect the full ones afterwards, as usual. In addition, they had agreed to provide two additional brown bins for the garden waste generated by further edging of Brett Green, and would empty them afterwards. It was agreed that JC would email the parishioners who had helped with the Brett Green edging and the tidying of Mill Lane in the spring to see if they were willing to assist again. A parishioner had volunteered to clean the road signs in Lower Layham; it was noted that vegetation also needed to be removed around them. SR would collect the shared high vis vests and litter picks from Kersey PC. MW said members of the Playing Field Committee might be working on the playing field on the same day. SR would complete a risk assessment and send to JC for the file.

8.9.13 WAR MEMORIAL / REMEMBRANCE DAY

It was agreed that SL would ask Neil Luxton if he would carry out some surface cleaning before 11 November. It was proposed by MW, seconded by JDC and agreed unanimously to invite SR to lay the wreath; she duly accepted.

18.9.14 ‘THANK YOU’ TO PARISHIONERS

It was proposed by MW, seconded by SR and agreed unanimously to hold a ‘thank you’ party early in 2019 for parishioners who had assisted the PC over the last few years. JC would circulate a draft guest list before the October meeting; this would be an agenda item.

18.9.15 CORRESPONDENCE

None.

18.9.16 CLERK’S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING

None.

18.9.17 DATE OF NEXT MEETING

7.30pm on Wednesday 31 October 2018, in the Village Hall.

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