

## LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on  
Wednesday 26 October 2022 in the Village Hall

**Present:** Jane Cryer - Clerk (JC)  
John Curran (JDC)  
Sue Keeble (SK)  
Steve Laing (SL)  
David Pratt (DP)  
Sheila Roberts (SR)  
Michael Woods - (MW)

**In attendance:** John Ward, Babergh DC (JW)

**Apologies:** Charlotte Britton (CB)  
Georgia Hall, Suffolk CC (GC)

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### 22.10.1 APOLOGIES

Apologies were accepted from CB.

### 22.10.2 DECLARATIONS OF INTEREST

None.

### 22.10.3 PUBLIC FORUM

There were no parishioners present.

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

#### 22.10.4.1 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 CIL funding, JW said he would be supportive of a bid from Layham. The Innovation Awards had been held on 20 October; JW said finalists had included food outlets finding different ways to engage with customers and market their produce. In response to a comment from SL concerning short-stay parking on the High Street, JW said it was important to work with the county council where on-street parking was concerned. He confirmed that, although Babergh and Mid Suffolk DCs had a joint strategy, finance was down to the individual councils. In response to a further question from SL concerning bird flu and birds of prey used by local hunts, JW confirmed that Defra's advice was to keep all birds inside; however, advice from Trading Standards differed. Babergh had no statutory responsibility, but JW would make some enquiries and report back.

#### 22.10.4.2 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. JDC expressed disappointment that the information generated by the SID was not being used, and the roll-out of ANPR cameras would also result in no prosecutions. He proposed that a letter should be sent to SCC; this was seconded by SL and agreed unanimously.

### 22.10.5 MINUTES OF PREVIOUS MEETING

It was proposed by JDC, seconded by SR and agreed unanimously that the minutes of the meeting held on Wednesday 28 September 2022 should be accepted as an accurate record, and signed accordingly.

## **22.10.6 ACTIONS FROM PREVIOUS MEETINGS**

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

### **22.10.6.1 Emergency Plan**

JDC had chased a date for the Emergency Planning desk-top exercise, but this was now unlikely to take place before the new year.

### **22.10.6.2 New noticeboard**

The new noticeboard to replace the old one at the recycling centre was now ready for delivery. However, MW had been in touch with SCC, who had said the proposed location was not suitable; the working party would therefore reconvene to look for an alternative.

### **22.10.6.3 Stoke Road defibrillator**

This would be discussed in more detail at the next meeting. However, in the meantime SL had received some additional technical information from a company carrying out reinstatement work on highways throughout the country for BT and other organisations; he passed this to JDC. JC would write to thank them for their assistance.

## **22.10.7 FINANCIAL MATTERS**

### **22.10.7.1 RFO's report**

It was proposed by JDC, seconded by DP and agreed unanimously that the finance report for 26 October 2022 should be approved and payments of £2,324.31 authorised. It was noted that Babergh had not yet issued an invoice for the election held in the summer; JC would chase them again.

### **22.10.7.2 Budget & Precept working party**

It was agreed that the working party would comprise JDC, DP, SL and JC; JC would email possible meeting dates and would provide information to inform the discussion. The working party would prepare recommendations for full Council to consider at the November meeting.

### **22.10.7.3 Internal audit report recommendations**

JC's update was noted. The Financial Regulations would be reviewed at the November meeting.

## **22.10.8 REPORTS FROM COUNCILLORS**

### **22.10.8.1 Upper Layham defibrillators**

JDC's report was noted. Two of the defibrillators in Upper Layham (on Brett Green and in the phonebox on Upper Street) had required software updates; these had now been carried out.

## **22.10.9 PLANNING**

### **22.10.9.1 DC/22/04964 - Treetops, Upper Street**

Councillors had no objections to the erection of a single storey rear extension with link to existing garage.

### **22.10.9.2 DC/22/03305 & 6 - Lots Farm, Rands Road**

Councillors noted permission and Listed Building Consent had been granted.

### **22.10.9.3 DC/22/04465 - Kennels House, Overbury Hall Road**

Councillors noted that this application had been withdrawn.

## **22.10.10 REVIEW OF RISK ASSESSMENTS**

### **22.10.10.1 Management & Financial**

It was proposed by MW, seconded by SK and agreed unanimously to approve it for 2022/23.

### **22.10.10.2 General**

JDC confirmed the SID device had been lowered and no longer required people working at height; he would make the necessary amendment to the risk assessment and recirculate for approval at the November meeting. SR would check on the hand brushes and shovels in the grit bins.

**22.10.11 LITTER BIN FOR BLACKSMITH'S CORNER**

It was agreed in principle that the Parish Council should purchase a litter bin for Blacksmith's Corner, near the picnic table. SR would bring further information and costings to the November meeting.

**22.10.12 COMMUNITY ORCHARD**

SL proposed setting up a working party to explore the creation of a community orchard in Layham; this was seconded by SR and agreed unanimously. Further information would be brought to a future meeting.

**22.10.13 CORRESPONDENCE**

SR reported that there had been an attempted break-in at a property in Stoke Road, Lower Layham. There had been some damage to a locked shed and several items had been taken from an unlocked shed and a cartlodge; the police had been informed. JC would send a community email warning householders to be vigilant.

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

None.

**22.10.15 DATE OF NEXT MEETING**

7.30pm on Wednesday 30 November, in the Village Hall.

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