

## LAYHAM PARISH COUNCIL

Minutes of the meeting of the Council held at 7.30pm on  
Wednesday 30 November 2022 in the Village Hall

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

**Apologies:** None

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### 22.11.1 APOLOGIES

None.

### 22.11.2 DECLARATIONS OF INTEREST

None.

### 22.11.3 PUBLIC FORUM

The parishioner present had contacted the Hadleigh Safer Neighbourhood Team about speed enforcement along Upper Street; the 'Road Safety Camera Team' had been contacted and had provided some background information. There used to be a regular speed enforcement site in Layham on the B1070. However, due to low offence rates and then the construction of the new carpark at The Marquis, which interfered with where the camera operator used to stand, it was removed from the active site list. The operator had recently revisited the site to check the current situation and see whether there was anywhere else suitable for her to stand; discussions were currently taking place to find a suitable alternative location. The parishioner had responded to say the SID device now operated at both ends of Upper Street, the locations having been chosen as they gave allowed an unobstructed view for a considerable distance. He said there was also room at both locations for a person to stand with a camera and, at the Hadleigh end of the village, space for a van in the nearby layby. The parishioner was hopeful that the Road Safety Camera Team might be able to resume their work in Layham on a regular basis.

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

#### 22.11.4.1 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. JW would report on the new 'Innovate to Elevate' programme in a few months' time. In response to the news that Babergh and Mid Suffolk's commercial property company, CIFCO, had made a £6.7m profit last year and generated £3.7m in net income for the councils, SL said he understood that CIFCO's operating costs would exceed income for the next two years; JW would report back on this. SR and MW had been interested to read the Tree Canopy report, but commented that a map would be useful so that any gaps could be identified. SL welcomed the council's assisted bin collection scheme; however, a parishioner had experienced a problem when their bin was collected, but not returned to its original position after being emptied - he would pass the details to JW. SK thanked Babergh for approving a Winter Warmth grant of £1000 to enable the Village Hall Committee to provide support for parishioners.

#### **22.11.4.2 County Council report**

A report had been circulated prior to the meeting, a copy of which is filed with these minutes. GH was pleased to report that the Highways Investment Fund team had approved the project to improve the footpath from Upper Layham to Hadleigh; further details were awaited. In response to a question from SK about the new 'Winter Matters' campaign, GH would send a copy of the leaflets. In response to a question from JDC about the email sent after the last meeting concerning the ANPR initiative, GH had raised the PC's concerns and would chase a response.

#### **22.11.5 MINUTES OF PREVIOUS MEETING**

It was proposed by MW, seconded by JDC and agreed unanimously that the minutes of the meeting held on Wednesday 26 October 2022 should be accepted as an accurate record, and signed accordingly.

#### **22.11.6 ACTIONS FROM PREVIOUS MEETINGS**

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

##### **22.11.6.1 Defibrillator for Stoke Road**

SL was pleased to report that two parishioners had offered to have a defibrillator located in front of their properties. There would be a further discussion on this at the January meeting, and a decision made on the best location. It was agreed that further training sessions on the use of the defibrillators and CPR should be organised in the new year.

#### **22.11.7 FINANCIAL MATTERS**

##### **22.11.7.1 RFO's report**

It was proposed by JDC, seconded by DP and agreed unanimously that the finance report for 30 November 2022 should be approved and payments of £3,166.87 authorised.

##### **22.11.7.2 Budget & Precept 2023-24**

A draft budget had been circulated before the meeting, together with notes and recommendations from the working party. In response to a query from MW concerning the proposed reduction in the annual Playing Field grant, the working party said it had recommended maintaining the current level of grant to the Church and the Village Hall because of increased electricity bills. The working party's proposal that in future all three organisations should be asked to submit a brief business plan each September, stating and justifying the allocation they were requesting from the Parish Council for the following year, was accepted. It was proposed by SK, seconded by SR and agreed unanimously to approve the draft budget; there would be no increase in the precept for 2023-24.

##### **22.11.7.3 Internal audit**

It was proposed by CB, seconded by SK and agreed unanimously to reappoint SALC as internal auditors for 2022/23.

##### **22.11.7.4 Arnold-Baker**

It was agreed to purchase the latest edition of Arnold-Baker (the Parish Clerks' 'bible').

##### **22.11.7.5 Hadleigh Community News team**

In response to MW's suggestion, it was agreed that he should purchase a thank-you gift for the team at Keith Avis who produced the Hadleigh Community News, including the 'Letter from Layham' page, free of charge.

#### **22.11.8 REPORTS FROM COUNCILLORS**

##### **22.11.8.1 Autumn tidy up**

SR's report was noted.

**22.11.9 PLANNING**

**22.11.9.1 DC/22/05427 - The Barn, Popes Green Lane**

Councillors had no objections to the installation of 40 solar panels on the cowshed roof.

**22.11.9.2 DC/22/02865 - Bridge Barn, Cherry Orchard Farm**

It was noted that permission had been granted for a single-storey extension and change of use of part of former orchard to garden.

**22.11.9.3 DC/22/04405 - Uplands House, Upper Street**

The approved conditions were noted.

**22.11.10 FINANCIAL REGULATIONS**

It was proposed by SL, seconded by JDC and agreed unanimously to adopt the updated Financial Regulations (para 11.1c - thresholds for Public Works Contracts).

**22.11.11 GENERAL RISK ASSESSMENT**

It was proposed by CB, seconded by SL and agreed unanimously to approve the updated general risk assessment.

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

It was proposed by SR, seconded by SK and agreed unanimously to purchase a 25L bin from Glasdon; JC would check whether permission was required from SCC to site a bin on the green before placing the order.

**22.11.13 CORRESPONDENCE**

**22.11.13.1 Footpath / pavement between Upper Layham and Hadleigh**

A parishioner had been injured by a branch whilst using the pavement on his mobility scooter and was concerned that this had now become a Health & Safety issue (*see also minute 22.11.4.2*).

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

None.

**22.11.15 DATES OF 2023 MEETINGS**

The following dates were agreed: Wednesday 11 January; Wednesday 22 February; Wednesday 29 March. Dates for the remainder of the year would be agreed when further information was available on the key dates leading up to the elections in May 2023.

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