

**NOTICE OF PARISH COUNCIL MEETING****Members are duly summonsed to attend****MONDAY 14th July 2025, LAYER VILLAGE HALL, 7:30pm**

Clerk and Responsible Financial Officer: Mark Large

2526/36 APOLOGIES - RECEIVE and **APPROVE** apologies for absence**2526/37 DECLARATIONS OF INTEREST - RECEIVE** declarations of interest relating to the agenda, **NOTE** decisions of requests for dispensation relating to the agenda**2526/38 PUBLIC PARTICIPATION** (*not exceeding 15 minutes, individuals can speak for a maximum of 3 minutes each*)

- a. **RECEIVE** reports from City Councillors
- b. **RECEIVE** public comments relating to the agenda or matters for future consideration

2526/39 MINUTES (previously circulated)

- a. **APPROVE** minutes of the previous meeting – *for signature by the Chair*
- b. **RECEIVE** minutes of the previous Personnel & Finance Approval Committees Meeting

2526/40 GOVERNANCE

- a. **CONSIDER** and **RESOLVE** to **APPROVE** recommendations of the Personnel Committee
- b. **CONSIDER** and **RESOLVE** to **APPROVE** recommendations of the Finance Approval Committee
- c. Risk Register review - **CONSIDER** then formulate any resolution deemed necessary, along with any further actions
- d. Rolling policy review – as part of the new approach of rolling policy and procedure reviews, **RESOLVE** to **APPROVE** the following without change (previously adopted Feb 25):
 - Code of Conduct (No updates required)
 - Disciplinary and Grievance Procedure (No updates required)

2526/41 PLANNING

- a. 251351 - Layer Fields House, Fields Farm Road - The replacement of the pre-existing rear extension with a glazed extension. The laying of a formal patio area to the rear of the house. The removal of a non- original alcove and reinstatement of an internal doorway. Architrave and door (Retrospective)
- b. 251352 - Layer Fields House, Fields Farm Road - The application scheme comprises - The replacement of the pre-existing rear extension with a glazed extension. The laying of a formal patio area to the rear of the house (Retrospective). The removal of a non- original alcove and reinstatement of an interna...
- c. 251353 - Layer Fields House, Fields Farm Road - The addition of full height glazing and doors to the south and east elevations of the rear outrigger (retrospective). The replacement of single pane casement windows to the lean-to extension with multi-paned casement windows more in keeping with the property
- d. 251354 - Layer Fields House, Fields Farm Road - The addition of full height glazing and doors to the south and east elevations of the rear outrigger (retrospective). The replacement of single pane casement windows to the lean-to extension with multi-paned casement windows more in keeping with the property
- e. 251409 - Layer De La Haye Primary School Notification for - Installation of two air source heat pumps and replacement of building fabrics comprising new cladding, flat roof finishes and windows and doors

2526/42 FINANCE

- a. **RECEIVE** update from Clerk & RFO/Chair Finance Approval Committee
- b. **RESOLVE** to **APPROVE** the increase in budgets for play equipment maintenance and staff hours increase

2526/43 PARISH MATTERS

- a. Registering Land – **RESOLVE** to **APPROVE** appointing Ellisons to register two parcels of land – Recreation Ground and The Cross in the name of Layer de la Haye Parish Council. Also, appoint 2 contacts for the Land Registry.
- b. Driving on Malting Green – update re resident continuing to drive on green - discuss and formulate any resolution deemed necessary, along with any further actions
- c. Estuary – notifying about tenants – LDLH PC meant to be involved in the consultation.
CONSIDER then formulate any resolution deemed necessary, along with any further actions
- d. Denbury – Housing Association/Shared Housing. **CONSIDER** then formulate any resolution deemed necessary, along with any further actions
- e. CALC Meeting update – Cllr Mrs. M Holmes
- f. Maintenance of new hedging around solar farm site (PP) - discuss and formulate any resolution deemed necessary, along with any further actions
- g. Purchase 2 large no parking on the green signs for the village green (PP) - discuss and formulate any resolution deemed necessary, along with any further actions
- h. Could we print off notices to put under windscreen wipers? (PP) - discuss and formulate any resolution deemed necessary, along with any further actions
- i. Dog waste bins – High Road to The Folley footpath - discuss and formulate any resolution deemed necessary, along with any further actions
- j. Salt Bag Partnership 2025/2026 - discuss and formulate any resolution deemed necessary, along with any further actions
- k. PC 5 year plan 23 to 28 - discuss and formulate any resolution deemed necessary, along with any further actions
- l. New defibrillator in the north of the village – perhaps at the Donkey and Buskin - discuss and formulate any resolution deemed necessary, along with any further actions

2526/44 CLERK & RFO REPORT

- a. Correspondence received/sent – Precept payment
- b. **REVIEW** action tracker

2526/45 BRIEF REPORTS OF MEMBERS – matters for forthcoming agenda

2526/46 NEXT MEETING – 11th August 2025 19:30