

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING HELD ON  
WEDNESDAY 16<sup>th</sup> MARCH 2016 at  
LITTLEBURY VILLAGE HALL, LITTLEBURY AT 8.00 P.M.**

**Present:** Jean Cowell, Jan Menell, David Heales and Peter Farnsworth.

**Public:** 0

**Also Present:** Tracy Coston (Clerk)

Jan Menell Friends of Holy Trinity Church, Trustee of Littlebury United Charities,  
Jane Bradburys, School Governor at Gt. Chesterford School.  
Jean Cowell Millennium Society, Friend of Holy Trinity Church,  
Village Hall Trust, English Heritage, Trustee of Littlebury United Charities.

1. **Apologies for Absence:** Philip Marns, David Barton, Michael O'Connor and Ann Farrer.
2. **Public Participation (15 mins):** None
3. **Approval of minutes:** Parish Council meeting held on 17<sup>th</sup> February, 2016. The previously circulated minutes were approved and signed by the Chair.
4. **Vacancy on Parish Council:** No applications have been received.
5. **Report from the District Councillor(s):** Not present.
6. **Matters/Actions arising from the minutes:**
  - a) **Defibrillator training:** The defibrillator is stored at Jan Menell's house until a case is purchased. Clerk to organise another first aid training date to be held in Littlebury Green.
  - b) **Catmere End pond:** John Farrer has agreed to contact the BCTV volunteers who charge £ 200.00 per day.
  - c) **Litterpick information:** The litter pick has been organised for Sunday 17<sup>th</sup> April. Clerk to advertise in the magazine. Everyone to meet in the Queens Head Car park at 10am. Clerk to purchase some more litter pickers to make the stock up to 20.
  - d) **Bench at the recreation ground:** Clerk to contact Kim Bassett about the bench in memory of her father.
  - e) **Silver Birch Tree:** David Heales to cut back when the weather improves.
7. **Planning:**
  - a) **For Discussion:**

**UTT/16/0567/FUL – UTT/16/1568/LB Bakers Row, Walden Road, Littlebury**  
Conversion of single dwelling, removal of modern porches and replace windows and remove studwork partitions and ceiling in the modern wing to the south. Removal of three staircases and reinstatement of floors. Insertion of new staircase to modern wing.  
**PC Decision:** The new swimming pool should be uncovered as the previous pool had a plastic bubble cover.

**UTT/16/0688/HHF Primrose Cottage, Catmere End**  
Proposed erection of an oak framed garden room  
**PC Decision:** No Objections
  - b) **Appeal decision at Nunns Farm, Catmere End:** Clerk to ask the planning department for clarification.
8. **Highways:**
  - a) **Highway issues in the Parish:** Pothole in Stretthall Road has been reported, Clerk to chase up.
  - b) **Railing in Walden Road – funding to be discussed:** The PC agreed to pay for the new posts, railings and paint that will be required. UDC Rangers have agreed to carry out the work and will produce a quote for all the materials required.
  - b) **Signage for footpaths in Littlebury Green:** Clerk to contact Robin Wallbank at ECC Public Rights of Way again.

**9. Recreation Ground:**

**a) Posts at Littlebury Recreation Ground:** To be discussed with Michael O'Connor at a later date.

**b) Moles at Littlebury Recreation Ground:** The mole problem is much better.

**c) Application for use of Littlebury Recreation Ground for Home Education Group 17<sup>th</sup> July:**  
The PC has received a request for the recreation ground to be used for a Home Education Group. The PC said that permission would only be given if personal liability insurance is obtained for the event to include bouncy castles if the event is going to include one. Entry onto the recreation ground cannot be charged for and the recreation ground cannot be closed for general use.

**10. Finance**

**a) Approval of cheques**

<b>Payments (March 2016)</b>	
Tracy Coston (March)	£ 290.72
E-ON (D/D) March	£ 33.58
Rob Cook	£ 148.97
HMRC	£ 179.20
Uttlesford Community Travel	£ 75.00
<b>Total Payments</b>	<b>£ 727.47</b>

**b) Discuss funding for tree work in the Churchyard:** A request was received for the PC to pay towards the inspection work of a tree that has had to be felled. The PC agreed to pay £ 500.00 towards the inspection work.

**c) Funding request from Uttlesford Community Travel:** The PC agreed to donate £ 75.00 to the charity.

**11. General Correspondence:** All emailed.

**12. Area Report:**

**a) The Bumpy at the back at St. Peter's Church:** The Clerk to ask Rob Cook to cut the hedge at the Bumpy.

**13. Date of next meeting,**

The next Parish Council Meeting will be held on 20<sup>th</sup> April, 2016 8pm at St Peter's Church, Littlebury Green.

Meeting ended at 9.40 pm

Signed

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Dated

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