

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING HELD ON
WEDNESDAY 18th MAY, 2016 at
LITTLEBURY VILLAGE HALL, LITTLEBURY AT 8.30 P.M.**

Present: Jean Cowell, Jan Menell, Michael O'Connor, Ann Farrer

Public: 0

Also Present: Tracy Coston (Clerk) and Julie Redfern.

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. Election of Chairman and Vice-Chairman:** Jean Cowell was elected as Chair and Ann Farrer was elected as Vice-Chair.

Jean Cowell (Chair)	01799 524072	Street Lighting
Dave Barton	07861017671	
Peter Farnsworth	01799 523640	Verges
Ann Farrer (Vice-Chair)	01799 528729	Speedwatch/Catmere End pond, Website/Communication
Philip Marns	01763 838562	
Janet Menell	01763 838553	Jane Bradbury/United Charities Rep/ LB Grn Rec
Michael O'Connor	01799 523016	LB Recreation Ground, Planning
Tracy Coston	01223 894462	Clerk

- 2. Apologies for Absence:** Peter Farnsworth, Philip Marns, Julie Redfern
David Heales has resigned from the PC due to work commitments. The PC thanked David Heales for all his help on the PC.

- 3. Public Participation (15 mins):** None

- 4. Approval of minutes:** The minutes of the Parish Council meeting held on 20th April, 2016 were approved and signed by the Chair.

- 5. Vacancy on Parish Council:** The PC agreed to put in a flyer into the magazine advertising the vacancy and the Chairman's report.

- 6. Report from the District Councillor(s):** Not present.

- 7. Matters/Actions arising from the minutes:**

a) Defibrillator training: Clerk to arrange a training evening in September to be organised in Littlebury Green Church. A defibrillator box will be ordered for Littlebury Green for the telephone box.

b) Catmere End pond / Community Project Grant application: Meeting with the volunteer group on Monday morning with Mr & Mrs Farrer.

c) Litter pick at Littlebury Green: A litter pick was organised in Littlebury Green and a lot of litter was collected.

- 8. Planning:**

a) For Discussion: None

- 9. Highways:**

a) Highway issues in the Parish: The pothole in Merton Place has been filled in. Chestnut Ave is full of potholes. Clerk to ask Simon Dudley to cut Littlebury Green crossroads urgently.

b) Railings in Walden Road: Jean Cowell has a meeting with Chris Stoneham (ECC) and Chris Turner (Ranger). The PC has agreed to pay for the materials at a cost of £ 476.58.

c) Signage for footpaths in Littlebury Green: Robin Wallbank to be contacted again by the Clerk.

10. Recreation Ground:

- a) **Posts at Littlebury Recreation Ground:** A permanent post required to stop traffic onto the recreation ground. Clerk to contact Chris Todd who made the barrier.
- b) **Moles at Littlebury Recreation Ground:** Problem has gone for now.
- c) **Gate at Littlebury Recreation Ground:** Clerk to organise someone to mend the pedestrian gate onto the recreation ground.
- d) **Gate and bench at Littlebury Green Recreation Ground:** Clerk to organise someone to mend the arm of bench and look at new posts at the recreation ground.

11. Finance

a) **Approval of cheques**

Payments (May 2016)	
Tracy Coston (May)	£ 289.37
E-ON (D/D) April	£ 34.73
Viking	£ 21.60
Command Pest Control Ltd	£ 300.00
Hardy Landscapes	£ 768.00
Clarkes of Walsham Ltd	£ 252.84
UDC (Railings)	£ 476.58
Total Payments	£ 2,143.12

b) Approval of Accounts and Statement of Assurance: The Approval of accounts and the Statement of Assurance was signed by the Chair and the Clerk.

12. General Correspondence: None

13. Area Report:

14. Date of next meeting,

The Parish Meeting will be held on 15th June, 2016 8pm at Littlebury Village Hall, Littlebury.
The July meeting will take place on 27th July, 2016.

Meeting ended at 10pm

Signed

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Dated

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