

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING HELD ON  
WEDNESDAY 28<sup>th</sup> JULY, 2016 at  
ST. PETER'S CHURCH, LITTLEBURY GREEN AT 8.00 P.M.**

**Present:** Jean Cowell, Jan Menell, Peter Farnsworth, Ann Farrer, Michael Scott and Philip Marns

**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.

***(A minutes silience was held for David Heales)***

1. **Apologies for Absence:** Michael O'Connor and Julie Redfern
2. **Public Participation (15 mins):** None
3. **Approval of minutes:** Parish Council meeting held on 15<sup>th</sup> June, 2016  
Email Jane Appleby – Jan Menell Dame Bradbury's
4. **Vacancies on Parish Council:** Michael Scott from Littlebury Green was unanimously co-opted onto the PC.
5. **Report from the District Councillor(s):** Apologies
6. **Matters/Actions arising from the minutes:**
  - a) **Defibrillator training:** Clerk to organise training which will be held in St. Peter's Church, Littlebury Green.
  - b) **Catmere End pond / Community Project Grant application:** The Clerk has applied for a grant.
  - c) **Anglia level crossing reduction strategy:** A letter has been received from Audley End Estate to say that they do not agree with the changes proposed by Network Rail to the footpath. The PC has written to Network Rail objecting to the closure of the crossing.
  - d) **Neighbourhood Watch:** Clerk has emailed Alan Johnson to say that Jean Cowell will be the representative and the caretaker will help with any magazine deliveries.
  - e) **Disabled Bay:** A request to have the disabled parking bay at Merton Place as been made to ECC.
  - f) **Dame Bradbury's:** Applications required for anyone under 25 years old. All enquiries to be sent to Jane Appleby.
7. **Planning:**
  - a) **For Discussion:**  
UTT/16/1805/LB Riverside Cottage, Walden Road, Littlebury  
Proposed amendment to previously approved application UTT/15/1229/LB for the 'Erection of single storey garden room link extension. Conversion of garage to a living room with bay window extension and removal of external stairs. Erection of garden boundary wall and replacement entrance gates. Internal alterations ' amendment to reduce the size of the bay window on converted garage and change the finish of the garden room windows and doors from painted timber to natural oak.  
PC Decision: No objections
8. **Highways:**
  - a) **Highway issues in the Parish:** Clerk to chase up the reflector posts in Chestnut Avenue and ask if ECC have any signs stating 'Please take your litter home with you'.
  - b) **Signage for footpaths in Littlebury Green:** No further response has been received from ECC.
  - c) **Parking opposite the junction in Mill Road:** Clerk to ask a PCSO to visit the owners.
  - d) **Write to MP to ask what is happening with the police force for Littlebury:** The PC are concerned about the lack of visual policing in the area, especially now that the Police Station has closed and it takes a long time (45 minutes) to answer a call to 101.

e) **Quiet Lanes:** Philip Marns has emailed Rissa Long and John Lodge for an update about Quiet Lanes.

f) **Flooding near reflector posts in Littlebury Green:** There are issues with the ditch being silted up and ownership is not known. Clerk to contact the Environmental Health Department and ECC to discuss the area around Duke's Cottages in Littlebury Green.

**9. Recreation Ground:**

a) **Posts at Littlebury Recreation Ground:** Clerk to ask Chris Todd to make a post for the recreation ground to stop vehicles.

b) **Gate at Littlebury Recreation Ground:** The PC thanked David Day for fixing the gate.

c) **Gate and bench at Littlebury Green Recreation Ground:** The picnic table, plastic window in Wendy House, football net and the plastic spikes on the swings need repairing. Philip Marns and Mike Scott offered to look at the issues and report back.

d) **Tree requiring full survey/tree surgery:** Clerk to ask the contractor that surveyed the tree last year to advice and recommend the work required.

e) **Green Waste collection at Recreation Ground:** The truck driver won't park in the Recreation Ground car park. Clerk to check that the keys to the barrier are available.

f) **Football shed:** Matt Clare has promised to remove the football shed from Littlebury Recreation Ground due to at least 3 acts of vandalism.

**10. Finance**

a) **Approval of cheques**

<b>Payments (July 2016)</b>	
Tracy Coston (July)	£ 289.37
E-ON (D/D) July	£ 34.73
JRB Enterprise	£ 227.64
Hardy Landscapes	£ 768.00
Staples	£ 19.93
Wenden and Littlebury Parish Magazine	£ 700.00
Rob Cook	£ 440.00
<b>Total Payments</b>	<b>£ 2,479.67</b>

**11. General Correspondence:**

a) **Bus representative:** David Green has resigned. The PC has thanked David for all his work and attending meeting on behalf of the Parish Council.

**12. Area Report:**

a) **Church Clock:** Clerk to report to the Churchwarden that the clock is not the correct time.

b) **Sign at Peggy's Walk:** Clerk to chase up with ECC.

**13. Date of next meeting,**

The Parish Meeting will be held on 21<sup>st</sup> September, 2016 8pm at Littlebury Village Hall, Littlebury.

Meeting ended at 9.20 pm

Signed

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Dated

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