

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING HELD ON  
WEDNESDAY 18<sup>th</sup> JANUARY, 2017 at  
LITTLEBURY VILLAGE HALL AT 8.00 P.M.**

**Present:** Jean Cowell, Peter Farnsworth, Michael O'Connor, Philip Marns, Jan Menell, Ann Farrer, Joanna Hancock and Michael Christodoulides.

**Public:** 2

**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.
Joanna Hancock	Trustee Littlebury Village Hall, Trustee Sophie's Fund, Trustee Littlebury United Charities, Parish of Littlebury Millennium Society, Uttlesford Citizens Advice, Friend of Holy Trinity Church, Friend of Audley End, member of National Trust.

**1. Apologies for Absence:** Mike Scott

**2. Welcome to new Parish Councillor:** The Parish Council welcomed Joanna Hancock to the meeting.

**3. Public Participation (15 mins):**

The PC were pleased to hear that there have been lots of positive comments about the Christmas tree.

**4. Approval of minutes:** Parish Council meeting held on 17<sup>th</sup> November, 2016:

The previously circulated minutes were approved and signed by the Chair.

**5. Report from the District Councillor(s):**

Highways panel meeting: Quiet lanes have been put forward for feasibility funding but funding still has to be agreed.

Pause in Local Plan process: There have been questions raised over the Government numbers and they may be imposing more houses on the area. UDC is planning to find two new settlements but more work to be done and it could take another year to complete. The only sites that will be considered is land that has been put forward.

New Homes Bonus: Julie Redfern has funding available if any village groups require it.

**6. Matters/Actions arising from the minutes:**

**a) Parking on Walden Road/Mill Lane junction:** Councillors have put some notices on cars. The PC has received an email from a local resident who said that the cars acted as traffic calming. The PC agreed to invite the owners of the cars to come to the next PC meeting and discuss the parking.

Clerk to also write to the Chief Constable and ask advice as to how to solve the issues.

**b) Fitting of defibrillator in Littlebury Green:** Philip Marns has agreed to install this weekend. Clerk to contact a sign writer to make the 'defibrillator' sign.

**7. Planning:**

**a) For Discussion:**

UDC/16/3630/LB Old Bakery, Walden Road, Littlebury

Repair works including re-roofing, replacement of pebble-dash with lime render, replacement of concrete slab with lime-based slab, insulation of external walls and rood, refurbishment of chimney shacks, drainage works, rewiring & replumbing. Removal of front brick wall between this and neighbouring property.

**PC Decision:** No objections

**b) Decisions:** None

## 8. Highways:

- a) **Highway issues in the Parish:** Clerk to email John Lodge/Julie Redfern to chase up.
- b) **Sign at Peggy's Walk:** Cul-de-sac sign to be chased up with Highways.
- c) **Reflector posts at Chestnut Ave:** Clerk to look if the PC can purchase some posts to install.
- d) **ECC permission to remove disabled space at Merton Place:** The PC noted the information.

e) **Gritting:** Clerk to ask Highways why Chestnut Ave is not gritted although not a school bus route.

f) **Flooding at Littlebury Green:** Clerk to chase up with the Environment Agency that the ditch is silted up and the pipe under the road blocks opposite Bury Cottage.

g) **Quiet Lanes:** Philip Marns and Jan Menell attended the Highway panel and they agreed that ECC should look at the proposal. Strethall would like some lanes added to the submission and a proposal needs to be put together. Clerk to contact Strethall Parish Clerk and arrange a meeting with Rissa Long. John Lodge and Robert Chambers supported the proposal.

## 9. Recreation Ground:

a) **Posts at Littlebury Recreation Ground:** The posts have been made and the Clerk will deliver to Michael O'Connor.

b) **Bench at Littlebury Green Recreation Ground:** Clerk to order 3 or 4 seater bench.

c) **Tree requiring tree surgery:** Clerk to ask a tree surgeon.

e) **Football net at Littlebury Green Recreation Ground:** Clerk to order.

f) **Hedge at Littlebury Green Recreation Ground:** Carl Juhl will cut the hedge when the weather allows.

g) **Moles at recreation ground:** Clerk to call the contractor back.

h) **Cecil Perrin's bench:** The family are going to get in touch with Jean Cowell regarding the details for the bench.

i) **Mulch:** Clerk to order mulch for Littlebury Recreation Ground as it is wet just inside the pedestrian gate.

## 10. Finance

### a) Approval of cheques

Payments (December 2016 /January 2017)	
Tracy Coston (December)	£ 289.17
E-ON (D/D) December	£ 41.69
Tracy Coston (January)	£ 289.17
E-ON (D/D) January	£ 41.69
A & J Lighting (D/D)	£ 132.60
Tracy Coston (Expenses)	£ 312.00
Rob Cook (Inspections)	£ 420.00
RCCE	£ 48.00
Rialtas Business Solutions Ltd	£ 33.90
Wendens Ambo and Littlebury Magazine	£ 700.00
Donrobin Farms	£ 150.00
Uttlesford CAB	£ 200.00
<b>Total Payments</b>	<b>£ 1,568.22</b>

b) **Garden Waste Services – approval of expenditure:** The PC approved the collection for April to December.

c) **Donation to CAB – approval of expenditure:** (Joanna Hancock declared an interest) The PC agreed a donation of £ 200.00 to Uttlesford Citizens Advice.

d) **Setting of Precept 2017/18:** The PC discussed the budget of £ 27,548.00 + grant (£ 28,000.00)

e) **Catmere End defibrillator:** Ann Farrer will discuss possible locations with local residents.

## 11. General Correspondence: All emailed.

## 12. Area Report:

a) **Catmere End Pond:** Volunteers cleared the pond and did a great job. The volunteers will need to come back every year to carry out clearance and enhance the wildlife.

b) **Automated speed signs** were discussed but it was agreed that it needed to be a joined up approach across the county.

c) **Hare Coursing:** The local farmers have had a number of problems and been supported by the local police.

d) **Cinder Path:** There are issues with dog waste not being picked up. Jan Menell to find out if UDC is going to continue to empty dog bins.

e) **Parish Magazine:** The magazine has gone under a few changes and Betty Newbold is no longer to produce the magazine. Meetings have been organised between Wenden's Ambo and Littlebury to produce a magazine for both villages electronically. The magazine is being printed by Copycats. Meeting have taken place about pricing and the cost of the Parish Magazine in Littlebury Parish is remaining at £ 700.00 at the moment. Joanna Hancock and Louise Johnson are collating information for Littlebury for the magazine. It was agreed to send a precis of the minutes for the magazine if time allows as the closing day is sometimes just before the PC meeting.

f) **Peggys Walk:** The PC has received complains about blocked drains in Peggy's Walk.

g) **Neighbourhood Watch:** Jean Cowell has had a meeting with Alan Johnson and has written an article in the last magazine and some offer of help has been offered.

The NHW signs are very old and the PC agreed to purchase new signs for all the entrances into the village.

**13. Date of next meeting,**

The Parish Meeting will be held on 15<sup>th</sup> February, 2017 at 8pm at Littlebury Village Hall, Littlebury.

The meeting closed at 10.10 pm.

Signed

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Date:

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