

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING HELD ON  
WEDNESDAY 21<sup>ST</sup> FEBRUARY, 2018 at  
LITTLEBURY VILLAGE HALL, LITTLEBURY AT 8.00 P.M.**

**Present:** Jean Cowell, Philip Marns, Mike Scott, Joanne Hancock, Bill Starr, Michael O'Connor and Jan Menell

**Public:** 1

**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:** Ann Farrer and Julie Redfern
2. **Public Participation (15 mins):** None
3. **Approval of minutes:** Parish Council meeting held on 17<sup>th</sup> January, 2018.
4. **Report from the District Councillor/District Councillor:** Not present.
5. **Matters/Actions arising from the minutes:**
  - a) **Broadband provision in the Parish:** No working group meetings have been held. A Superfast Essex meeting was attended and it was a positive meeting with presentation from OpenReach and Gigaclear. Gigaclear said that the Catmere End and Littlebury Green scheme was commercial, they have engaged a new contractor and their current timetable is for completion in Q3. The group are pleased that there is engagement with the Project Manager. The preliminary quote from BT Openreach for Littlebury Green for 59 houses is £ 79,000 which is clearly unaffordable. A meeting in Littlebury Green has been organised for tomorrow evening. A third wireless solution is being met with tomorrow. Gigaclear will supply a free termination outside each property for free and households will self-install from outside or they will install and will be charged the cost of installation and a £ 100 activation fee per household.
  - b) **Parish Council vacancy:** To be advertised.
  - c) **Report back at Data Protection Course (Clerk):** The Clerk attended a course at EALC and reported back that it hadn't been confirmed if the Clerk can be the Data Protection Officer. The Clerk has to carry out a data audit for the new regulations which come into force on 25<sup>th</sup> May, 2018.
  - d) **Footpath along the river:** Contact has been made with Tom White about the request for a footpath along the river from Littlebury to Saffron Walden. The PC would also like to meet with Mrs. Louise Newman from Audley End Estate.
6. **Planning:**
  - a) **For Discussion:** None
  - b) **Decisions:**

**UTT/17/3097/HHF – UTT/17/3098/LB Keepers Cottage, Catmere End**  
UDC have *refused* the application for a two storey extension to the side.

**7. Highways:**

- a) **Highway issues in the Parish:** The potholes in Nettleditch corner and Strethall Road have been filled in.  
Obstructions on the verge in Littlebury Green: Clerk to draft a letter following information from ECC and send to Jan Menell to distribute.  
White lines around the trees on Chestnut Ave: Clerk to ask Tom White if more trees can have the white lines but on them.
- b) **Quiet Lanes:** ECC are running a pilot scheme in another part of Essex for at least a year. The PC will revisit in 6 months' time.  
Discussions have taken place about speed reduction ideas in Littlebury Green and Catmere End to approach Highways with.
- c) **Speedwatch – Calibration of the speed gun:** It was agreed to recalibrate the speed gun when the gun is in use again.

**8. Recreation Ground:**

- a) **Payment from Saffron Walden Youth Football Club:** The PC was very pleased to receive a donation of £ 200.00.
- b) **Pothole in car park entrance:** Clerk to speak to Tom White as to who is responsible for the surface of the car park.

**9. Finance**

a) **Approval of cheques**

<b>Receipts (February 2018)</b>	
Saffron Walden Youth Football Club	£ 200.00
<b>Total Receipts</b>	<b>£ 200.00</b>
<b>Payments (February 2018)</b>	
Tracy Coston (February)	£ 311.37
Acer Tree Surgery Ltd	£ 650.00
A & J Lighting	£ 115.74
E-on	£ 45.59
UDC (Green waste)	£ 1,188.00
<b>Total Payments (December)</b>	<b>£ 2,310.70</b>

**10. General Correspondence:**

- a) **Litter pick in Parish:** The PC agreed to arrange a litter pick on 15<sup>th</sup> April at 10.30am at the Village Hall. Michael O'Connor offered to organise bacon rolls before the event. Clerk to arrange waste bags from UDC.
- b) **Village Hall:** A thank you letter was received from Littlebury Village Hall for the donation of £ 300.00 which will be used to re-turf the lawn in the spring.

**11. Area Report:**

- a) **The Bumpy:** The tree has been moved that fell down. There is concern about the gap that has been left but it was agreed that the deer would eat the hedge. Littlebury Green Councillors to look at the roadside edge and report back at the next meeting.
- b) **Litterpick in Littlebury Green:** To be organised in the Spring.
- c) **Citizens Advice Bureau:** The PC received a thank you letter for the donation.
- d) **Defibrillators:** Mike Scott will take on the responsibility of the defibrillators in Littlebury and Littlebury Green. The PC thanked Mike for volunteering to look after them.

**12. Date of next meeting,**

The Parish Council Meeting will be held on 21<sup>st</sup> March, 2018 at 8 pm at Littlebury Village Hall, Littlebury.

The meeting closed at 9.30 pm.

Signed

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Date:

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