

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING HELD ON
Wednesday 17th March, 2021 Remote Zoom meeting at 7.30 P.M.**

Present: Jean Cowell, Mike Scott, Joanna Hancock, Brian Lewis, Jan Menell, Colin Durrant, Peter Rieck and Philip Marns.

Public: 1

Also Present: Tracy Coston (Clerk), Cllr Gregory, Cllr Pavitt and Cllr Moran.

Action

1.	Apologies for Absence: Claudia Haisman-Green	
2.	Public Participation (15 mins): None <u>Discussion with Paul Gray, St. Peter's Church, Littlebury Green</u> The PCC would like to explore the use of St. Peter's Church for wider community activities and have looked into a way of adding to the Church to provide a separate space with a new community room, kitchen and toilets. There are technical challenges adding onto a Victorian church and the PCC have been in touch with the Victorian Society, who said that they would be sympathetic and supportive. Design ideas were discussed. A note about the proposals were delivered to all households, more research and a significant amount of fundraising would be required. Jan Menell asked if the local residents would be able to use the Church as a community room. Paul Gray said it would be ok as long as it was appropriate usage. The PC agreed that the additional room which be better a little larger and they agreed to consider making available a small amount of land if that facilitated a more suitable building than could be built on Church land alone. It was discussed to have a joint arrangement between the PC and the PCC to enable a joint enterprise or a partnership. Mike Scott and Phil Marns agreed to be the PC representative on the St. Peter's Working party group. The building would also be much more useful for residents of Catmere End. John Moran: ECC Councillor/District Councillor will have some funding and suggested talking to Langley Upper Green who have just put up a community building. The PC thanked Paul Gray for attending the PC meeting.	
3.	Approval of minutes: Parish Council meeting held on 17th February, 2021. The previously circulated minutes were approved and signed (remotely) by the Chair.	
4.	Report from the District Councillor/County Councillor: District Councillor: Cllr Pavitt: The community consultation of the local plan is open. The UDC Ecology committee would like local residents to input into discussions. The Stansted Airport Enquiry has been completed. There has been a lot of support for cutting the verges less. County Councillor: The Government are funding improvement to the bus service and a meeting is being arranged with MP Kemi Badenoch to discuss an improved bus service. The drains in Littlebury have been cleared by ECC. Bike-ability have some additional funding for Level 3 for children on bikes and the MP is being asked for the funding. Travel funding was given to ECC and they wanted to make it as local as possible and only one scheme in UDC and UDC didn't put a bid for the funding. Funding is still trying to be arranged for the cycle route in Great Chesterford. Essex Police and ECC Highways: An email has been received with a police report that the cyclist was a fault. The Casualty Reduction Unit works on an	

	area when there have been a number of accidents. Cllr Moran has passed on Philip Marns comments and asked for a review of the safety on the road. Philip Marns is concerned that the Great Chesterford to Saffron Walden/Wenden cycle route is an old design and not appropriate for now. Cllr Moran suggested to meet at the site. The site will be validated for a new design and and PC's input will be welcomed. Phil Marns asked for examples of the new design for people to look at and visit when restrictions allow or at a presentation to PC's. There are issues with verges being damaged by large vehicles all over the county. The PC thanked Cllr Moran for attending the meeting.	
5.	Planning: (Peter interest) <u>UTT/21/0493/HHF – UTT/21/0494/LB Howe Hall, Littlebury Green</u> Proposed conversion and extension to The Dovecote to create annexe <u>PC Decision:</u> No objections (Brian and Colin interest) <u>UTT/21/0381/HHF 1 Kents Yard, Littlebury</u> Single story rear extension <u>PC Decision:</u> No objections <u>UTT/21/0819/HHF – UTT/21/0820/LB Long House, Littlebury</u> Proposed installation of replacement bay window and secondary glazing to front of property. <u>PC Decision:</u> The photos could not be opened on the website to make a decision. b) Decisions: None.	
6.	Matters/Actions arising from the minutes: a) Dog waste bin – Littlebury Green: The dog waste bin has been installed near the bench. Clerk to find out if a dog waste bin would be emptied by UDC in Catmere End. b) Catmere End Defibrillator: Clerk to chase up with Andrew Figge and liaise with Mike Scott. c) Electricity to Littlebury defibrillator: Clerk to chase up with BT and speak to Andrew Figge. d) Noticeboards: The noticeboard on the wall near Kent's Farm has been temporarily mended and the PC thanked Gary Stott for mending the noticeboard in Catmere End. e) Verges: There are issues with damaged verges over the Parish. Some A4 notices will be put up on posts to make people think. Clerk to chase up a response about the installation of posts and hardcore in Littlebury Green.	TC TC TC TC
7.	Risk Register update: a) Insurance document: The insurance document was sent out to all Parish Councillors for information.	
8.	Littlebury and Littlebury Green Play areas: a) Replacement swing at Littlebury Recreation Ground: The new swing has been installed. b) Tree work at Littlebury Green recreation ground: Clerk to obtain another two quotes for the work and ask Martin Hugi to carry out a tree survey at Littlebury Green recreation ground. c) Gate and additional entrance at Littlebury Green play area: The PC did not agree with putting in an additional gate opposite the houses in Littlebury Green due to safety of children using it. The PC will look into planting a natural hedge to enhance the area and the gate in the corner will be replaced.	TC TC

	The Clerk will contact Audley End Estate to confirm the ownership of the hedgerow. Clerk to check the information to confirm the ownership of the hedgerow. The lease will be scanned and sent to the Councillors.	
9.	Highways: a) Highways issues in the Parish: Potholes in Catmere End to be reported on the ECC online system. b) Speedwatch: Brian Lewis is co-ordinating speed watch. Lots of volunteers from Littlebury Village but not too many volunteers from Wendens Ambo. c) Police speed checks: These have been carried out in the Parish and details sent through. d) Erosion of bend on Chapel Lane, Littlebury Green: Photos of the damage have been sent to ECC Highways. e) Pips Nursery: The Clerk emailed the Nursery asking for a notice to be sent out to the parents to ask them to drive carefully through Littlebury Green and Catmere End. The nursery owner agreed to send the note out.	
10.	Project Updates: a) The Bumpy: Volunteers from the Bumpy working party have made lots of progress over the last month. Lots of the excess wood has been removed and areas of small piles of wood have been created and two trees have been planted. The PC agreed to authorise another £ 500.00 over a few months to spend at the Bumpy. b) Littlebury Recreation Ground i) Allotments/development of area: The survey reported that residents favoured the orchard and wildflower area and allotments. The PC discussed to have a holistic and not a piecemeal approach. A separate meeting will take place with the Friends of the playground. c) Questionnaire results: Jo Hancock has circulated a report to be published in the Parish Magazine. <u>Catmere End pond</u> – Peter Rieck will organise a working party from Catmere End. <u>Catmere End play area/Dog bin in Catmere End:</u> Peter Rieck to discuss with the Catmere End residents. <u>Access to the river:</u> Clerk to contact Tom White and ask for Tom White and Louise Newman to attend a PC meeting. <u>Dog fouling</u> – Jo Hancock will ask children in the Parish to produce some posters and have a competition in the village. A notice will be put in the magazine. The PC thanked Jo Hancock for all her hardwork.	

11.	Finance	
	a) Approval of cheques:	
	March Receipts	
	Littlebury Green fundraising donation	£ 493.00
	Total Receipts	£ 493.00
	March payments	
	Tracy Coston	£ 314.57
	E-On	£ 57.78
	Sovereign Design Play	£ 1,421.82
	Rob Cook	£ 35.25
	The Play Inspection Company	£ 180.00
	PKF (Audit)	£ 336.00
	Viking	£ 32.25
	NNB School Shelters (Bench)	£ 591.60
	UDC (Green Waste)	£ 1,120.00
	Tracy Coston (Expenses)	£ 271.91
	Littlebury Lockdown Album	£ 15.00
	Gary Stott	£ 38.78
	Alex Smith (Dog bin installation)	£ 50.00
	Total (March 2021)	£ 4,464.96
12.	General Correspondence:	
	a) Discission regarding changes to St. Peter's Church, Littlebury Green: All detailed in public participation.	
	b) Email hacking: Clerk to speak to Claudia Haisman-Green for more information.	
	c) Request to add gravel to Littlebury Churchyard paths: Clerk to arrange with Martin Hardy.	TC/C H-G TC
13.	Area Report:	
	a) Plaque for Lizzie Sanders: The position for the plaque has been marked and Whitehead and Day will install the plaque. The PC suggested that a few Parish Councillors had their photograph at the tree and it would be published in the Village Magazine.	
	b) Litterpicking: 20 bags of litter collected in the Parish. The PC thanked all the volunteer helpers.	
	c) Increase in deer herds: A cull is about to take place by AEE.	
	e) Littlebury Green Road: Clerk to contact Gigaclear and ask for a donation towards the cost of bulbs to be planted.	
	f) Junction of Church Walk and Mill Lane: The pothole with a cone in needs to be filled.	
	g) Telephone box in Littlebury Green: There are too many books and they will be cleared out by Mike Scott and Jan Menell so that the defibrillator is more accessible.	TC
14.	Date of next meeting, The Parish Council meeting will be held on 21st April, 2021 at 7.30 pm remotely by Zoom.	

The meeting finished at 10.55 pm

Signed

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Date:

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