

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING HELD ON
Wednesday 15th September, 2021 Littlebury Village Hall at 7.30 p.m.**

Present: Jean Cowell, Jan Menell, Mike Scott and Peter Rieck.

Public: 2

Also Present: Tracy Coston (Clerk) Cllr Paul Gadd, Cllr N Gregory and Cllr Pavitt.

1.	Apologies for Absence: Cllrs Claudia Haisman-Green, Philip Marns, Brian Lewis and Colin Durrant.	
2.	PC Vacancy: To be readvertised.	
3.	Public Participation (15 mins): <u>Dog Fouling:</u> Two members of the public have been verbally abused by teenagers at the recreation ground when they asked them to put their dogs on leads and clear up after them. The PC agreed to purchase three signs asking dogs to be kept on leads and the clear up. The capacity of the dog bins was also discussed as they are sometimes overflowing as people use them to put in bags full of waste from home. <u>Parking on Mill Lane junction.</u> Concern about the parking near Walden Road junction. <u>Speeding</u> throughout the Parish was discussed with Cllr Gadd.	
4.	Approval of minutes: Parish Council meeting held on 21 st July, 2021: The previously circulated minutes were approved and signed by the Chair.	
5.	Report from the District Councillor/County Councillor: District Councillor: The new Chief Executive, Peter Holt has been appointed from October. Online Biodiversity map: The map is closing at the end of September so items can be collated, and the budgetary implications will be analysed and a grant mechanism is being looked into. The Local Plan is gaining momentum and the consultation should be complete by the end of January and all options will be presented. Call for sites: There were 3 times more sites than actually required. Plans to be submitted to the Inspectors in mid-2023. UDC are all moving to Little Canfield and there will be a small hub in Saffron Walden. The staff are continuing hybrid working. Concerns about the planning department were discussed. County Councillor: The library consultation is available. Littlebury Green verge: Paul Gadd to chase up with ECC. District Heating System: To be explored in Littlebury and hopefully the hamlets will be included. Chloe Fiddy at UDC is looking into grants and UDC will be mapping settlements and looking at the best area to introduce the direct heating system like Swaffham Prior. VAS: ECC will not install anymore signs but they will maintain them if they can and have the budget.	

6.	Planning: a) For Discussion: <u>UTT/21/2710/LB St John's Cottage, Walden Road</u> Demolition of internal door and wall and replacement with new stud wall and door to form new wetroom/toilet area. External doors and window all to be replaced 'like for like' and made good. <u>PC Decision:</u> No objections <u>UTT/21/2371/HHF – UTT/21/2372/LB Nunns Farm, Catmere End</u> Proposed conversion of domestic store to provide studio ancillary accommodation. <u>PC Decision:</u> No objections <u>UTT/21/2711/HHF Folly Cottage, Walden Road</u> Erection of replacement rear conservatory <u>PC Decision:</u> No objections b) Decisions: <u>UTT/21/1975/HHF Parrishes Barn, High Street</u> UDC approved the proposed erection of 2m closeboard fence, replacement paving, additional patio and a garden trailer port c) Enforcement: <u>Endeavour, Littlebury Green Road</u> Breach of Condition 11 Biodiversity – attached to UTT/20/0438/DOC fencing erected without hedgehog opening	
7.	Matters/Actions arising from the minutes: a) Defibrillator update: The defibrillator and cabinet have been installed in Catmere End and a new defibrillator has been purchased for Littlebury Green. The PC will write to Sue Coates to thank her. Mike Scott will replace the magnetic attachable LED strip light which was missing. The PC will offer the old defibrillator to the village hall. b) St. Peter's Church plans: Mike Scott has attended meetings and tenders were sent to 3 architects and an architect has been selected. The plans may be scaled back due to cost. A full structural survey of the church has been carried out. c) Pond at Catmere End: Peter Rieck is taking advice about the pond and trying to find out the ownership. d) Planting bulbs on junction of Littlebury Green Road: Daffodils and crocus bulbs to be planted. The Clerk will purchase the bulbs to be planted. e) Noticeboard in Littlebury: The noticeboard has been installed for the public notices. f) Littlebury telephone box/bookshelves: The PC agreed that the bookshelves were not a good idea as people left lots of books and it made it difficult accessing the defibrillator. g) Planning working group meeting update: A letter will be sent to Audley End Estate with the Parish Council policy and the wording for the village magazine was agreed.	
8.	Risk Register update: All updated.	

9.	Littlebury and Littlebury Green Play areas: a) Quotes for tree work at Littlebury Green recreation ground: The PC approved the quote from SBS Tree Surgery. b) Update concerning gate at Littlebury Green play area: The gate has been installed. Mike Scott and Philip Marns will put together a specification for the hedge at Littlebury Green. c) Leases at Littlebury and Littlebury Green Recreation Ground: The PC agreed that the leases should be aligned for both recreation grounds and ask AEE about the length of the lease.		
10.	Highways: a) Highways issues in the Parish: Peter Rieck has been discussing speeding and highway issues with Strehall and priority changes at the junction with Catmere End and the speed limit in Pipers Lane reduced to 30mph and the signage coming into Catmere End moved nearer Clayhall Cottages. b) Speedwatch: Training session for Littlebury and Wendens Ambo was organised and only Phil Marns and Mike Scott attended. c) Speeding enforcement: To be discussed at the next meeting.		
11.	Project Updates: a) The Bumpy: Update from the Bumpy Management Group and management agreement: Mike Scott is looking into applying for some free trees. Nettle management is going to be organised. The PC agreed the management agreement. b) Littlebury Recreation Ground: To be discussed at a later date. c) Local heat networks: Discussed in District Councillor report.		
12.	Finance a) Approval of cheques:		
	Tracy Coston (August payment)	£ 314.37	
	Defib Warehouse	£ 2,682.00	
	MW Nice Ltd	£ 1,886.46	
	E-On (August)	£ 63.98	
	A J Figge Electrical Contractors	£ 470.00	
	JRB Enterprise Ltd	£ 253.80	
	Eco Tree Care & Conservation	£ 450.00	
	Hardy Landscapes	£ 946.10	
	William Lovell	£ 1,063.00	
	A J Lighting Solutions	£ 564.00	
	Hardy Landscapes	£ 946.10	
	Robert Ellam	£ 257.00	
	E-On	£ 63.98	
	Community Action Suffolk (Insurance)	£ 734.16	
	Rob Cook	£ 45.00	
	Tracy Coston (September)	£ 314.37	
	Audley End Estate (rent)	£ 545.00	
	Total payments	£ 11,599.32	
	b) Approval of bank reconciliation April-September 2021: The PC assessed the reports and approved them.		

13.	General Correspondence: a) Local plan and new community email: Sent to Councillors. b) Community project grant: Mike Scott and Clerk to complete the form for a noticeboard at The Bumpy and obtain a quote from William Lovell.	
14.	Area Report: a) Dog Fouling: A note will be put in the magazine asking people not to fill up the dog bins with dog waste from home, which can be put in the black bin. b) Jubilee Event Littlebury Green: The PC approved an event at the Littlebury Recreation Ground on 5 th and 6 th June c) Church Walk: Mike Scott will report the dip in the road on the Highways map. d) Hedge at Littlebury recreation ground: Clerk to ask Tony Appleby if he is still able to cut the hedge.	
15.	Date of next meeting, The Parish Council meeting will be held on 20th October, 2021 at 7.30 pm at St Peter's Church Hall, Littlebury Green	

Signed

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Date

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