

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING HELD ON
Wednesday 21st July, 2021 Littlebury Village Hall at 7.30 p.m.**

Present: Jean Cowell, Jan Menell, Brian Lewis, Philip Marns and Peter Rieck

Public: 0

Also Present: Tracy Coston (Clerk).

1.	Apologies for Absence: Colin Durrant, Claudia Haisman-Green, Mike Scott. Cllr Gregory, Pavitt and Paul Gadd	
2.	PC Vacancy: The PC vacancy will be advertised again.	
3.	Public Participation (15 mins): None	
4.	Approval of minutes: Parish Council meeting held on 30 th June, 2021: The previously circulated minutes were approved and signed by the Chair.	
5.	Report from the District Councillor/County Councillor: District Councillor: Not present County Councillor: Report sent	
6.	Planning: a) For Discussion: <u>UTT/21/1975/HHF Parrishes Barn, High Street</u> Proposed erection of 2m closeboard fence, replacement paving, additional patio and a garden trailer port. <u>PC Decision:</u> No objections b) Decisions: None	
7.	Matters/Actions arising from the minutes: a) Catmere End/Littlebury Green Defibrillator: The PC agreed the quote from Defibrillator Warehouse for 2 defibrillators and one cabinet at a cost of £ 2,235.00 ex vat. Andrew Figge will install the defibrillator when received. b) St. Peter's Church plans: The working group is meeting monthly. A fund has been established to cover costs of feasibility studies. At present this is ring-fenced within PCC accounts so gift aid can be applied. Three architects have been approached. d) Planting bulbs on junction of Littlebury Green Road: Clerk to chase up a response. e) Defibrillator Training: To be organised later in the year. f) Noticeboard in Littlebury: A quote will be obtained from a cabinet maker in Littlebury Green. g) Pond at Catmere End: Peter Rieck to contact BCTV to discuss pond maintenance.	
8.	Risk Register update: The risk register is up to date.	
9.	Littlebury and Littlebury Green Play areas: a) Tree work at Littlebury Green recreation ground: Martin Hugli has promised the tree survey asap. b) Gate at Littlebury Green play area: The PC accepted a quote of £ 216.00 to replace the gate.	

	c) Dog fouling at Littlebury Recreation Ground: A note will be put in the magazine. d) Nettle cutting back: Hardy Landscapes have been asked to cut the nettles back.		
10.	Highways: a) Highways issues in the Parish: Concerns that the cobbling is breaking up on Walden Road. The PC discussed that the 50 mph signs should be repositioned as leaving Littlebury. b) Speedwatch: Locations in the Parish to be risk assessed from liaison from Essex, Fire and Rescue. Once locations are agreed training can be organised. c) Cutting of verges – change of specification: Clerk has sent the information to Paul Gadd.		
11.	Project Updates: a) The Bumpy: Approval of cost of deer fencing: The PC agreed the cost of the fencing. A submission has been made to Woodland Trust for hedge and understorey saplings. This has been made in name of Bumpy Volunteer Group so as to not prejudice any other application from PC. The main activities this month have been watering and nettle clearance. b) Littlebury Recreation Ground i) Allotments/development of area: Colin Durrant to contact the list of volunteers for the recreation use.		
12.	Finance a) Approval of cheques:		
	Tracy Coston (July payment)	£ 314.37	
	Hardy Landscapes	£ 946.10	
	E-On	£ 61.91	
	Rob Cook	£ 45.00	
	HMRC	£ 140.28	
	Total payments	£ 1,507.66	
13.	General Correspondence: a) Letter from Audley End Estate: Audley End Estate have submitted two sites for UDC Call for Sites process in Littlebury and the PC are drafting a response to them. Philip Marns will circulate the draft minutes from the Working Party meeting held on 20 th July, 21 for the PC to agree.		
14.	Area Report:		
15.	Date of next meeting, The Parish Council meeting will be held on 15th September, 2021 at 7.30 pm at Littlebury Village Hall.		

Meeting ended at 9.25 pm

Signed

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Date

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