

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING
HELD ON WEDNESDAY 15th JUNE, 2022
LITTLEBURY VILLAGE HALL at 7.30 p.m.**

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

Public: 4

Also Present: Tracy Coston (Clerk), Paul Gadd

1.	Apologies for Absence: Cllr Neil Gregory and Cllr Richard Pavitt Jean Cowell and the Parish Council congratulated Jan Menell on receiving the BEM. A very well-deserved award for Jan Menell to recognise her voluntary work in the community.	
2.	Public Participation (15 mins): The Rickling planning permission: The neighbours attended the meeting to speak about the planning application of The Rickling. A discussion took place and the owners explained that the zinc roof to be used to keep the roof flatter than clay tiles. The conservation area finishes at the front gate. The two houses are very close together and only a very narrow pathway. There were concerns about the loft being obtrusive at the back of the property. The PC suggested that it is always a good idea for applicants to share plans with neighbours prior to submission to try and avoid issues when the application has been submitted.	
3.	Parish Council Vacancies: There have been no applications for the vacancies to the Parish Council.	
4.	Approval of minutes: Parish Council meeting held on 18th May, 2022: 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: The locality fund is the same as last year for 10 grants for £ 500.00 each. A meeting is taking place about flooding and drainage on the main road in Littlebury. LHP Officer is leaving in a month but there is a meeting on 27th June. Pothole repair scheme: Cllr Gadd is allowed to report 18 in the whole division. The footpath from Audley End Station to Audley End House has been completed. Paul Gadd has been in contact with a resident in Littlebury Green regarding issues with exposed water pipes. ECC are handling some of grants for the Ukrainian families. The PC made a complaint about not receiving any response from Highways.	

6.	Planning: a) For Discussion: UTT/22/1516/HHF The Rickling, Cambridge Road, Littlebury Ground floor rear single storey extension, loft conversion, window replacement and external remodelling. PC Decision: The PC had concerns about the dormer windows and balcony which are out of proportion with the dwelling. The plans don't show how compact the site is. b) Decisions: UTT/22/0810/FUL Land at Woodside Cottage, Catmere End UDC has <i>approved</i> the demolition of existing sheds and above ground swimming pool and erection of 1no. detached 1 and a half storey dwelling (amendment to that approved under UTT/20/3112/FUL)	
7.	Matters/Actions arising from the minutes: a) Verges in the Parish: The Clerk has contacted ECC and is waiting to receive a reply. The PC have also contacted Highways about reducing the cutting of verges to an annual cut and safety cuts at junctions and other areas requiring visibility. Hardy Landscapes are leaving a margin around the recreation ground for wildlife. b) Platinum Jubilee grant from UDC: The invoices have been paid for Littlebury Green and Littlebury and Catmere End are in the process of submitting their invoices. The grant will be claimed from UDC when the invoices. The PC thanked the organisers for arranging events. c) Report from meeting with Audley End Estate regarding regulation 18 consultation: Jean Cowell, Brian Lewis and Phil Marns met after the last meeting and the notes were circulated to be PC members. d) Catmere End pond: Rebecca Inman is going to advise the PC and the objective is to provide an amenity for the village. e) Community Assets: Clerk to look into applying for the Village Hall.	TC PM PR TC
8.	Clerk's update a) Replacement of dog waste bin in Littlebury Green Road: The bin has been received but the fixings need replacing. b) Littlebury Website: The PC have asked to be notified of social events to be put on the website. Clerk to chase up adding a tab for Littlebury Green and Catmere End. c) Tree felling at Littlebury Green Recreation Ground: All completed.	TC TC
9.	Littlebury and Littlebury Green Play areas: a) Littlebury and Littlebury Green play area reports: The springers need to be removed and the wooden picnic tables to be removed from the grass. b) Fencing at Littlebury Recreation Ground: Brian Lewis and Anna Wain met to discuss the fencing required. Quotes will be obtained, and when costings are available some fundraising may be required to fund the fencing. Consultation will be required with the local community as the size of the football pitch will be changed. Clerk to contact Hardy Landscapes and look to see if any grants available from ECC.	TC/B L

10.	Highways: a) Highways issues in the Parish: The speedwatch team have reported a vehicle driving at 54 mph through Littlebury Green and 32 vehicles exceeding 30mph. A report will be written for the magazine.	PM
11.	Project Updates: a) Energy project update: The energy assessor who was going to do the follow up energy assessments has been held up and a replacement company is being looked into. A short report is to be written by someone who has an air source fitted. An updated trip has been organised to the Swaffham Prior project which is going forward.	
12.	Finance a) Approval of cheques:	
	Payments	
	Tracy Coston (June payment)	£ 289.12
	HMRC	£ 4.58
	Viking	£ 275.35
	P J Dudley	£ 1,389.38
	Hardy Landscapes	£ 1,018.10
	Tracy Coston (Expenses)	£ 330.60
	Play Inspection Company	£ 180.00
	Viking	£ 170.11
	Robert Cook	£ 190.00
	Npower	£ 89.04
	SBS Tree Surgery	£ 720.00
	Rob Cook	£ 180.00
	Total payments	£ 4,836.28
	b) Budget and account approval: The PC approved the budget and accounts review.	
13.	General Correspondence: a) Litterpick: Nick Dukes and Sue Winterbottom have offered to arrange. b) Meeting with Peter Holt: Wendens Ambo Village Hall on 20 th June at 7pm: Phil Marns to attend.	
14.	Area Report: a) Rose Johnson: The PC were very sad to hear of the death of Rose Johnson who will be sadly missed and remembered for her contribution to Littlebury Green. b) Church Walk: A dip in the road at the turning area at the end near White Cottages will be reported to Highways. c) Hedgecutting: The PC will thank Tony Appleby for cutting the hedges at Littlebury recreation ground and speak to Tom White about cutting of hedges.	TC TC
15.	Date of next meeting. The Parish meeting will be held on 20th July, 2022 at 7.30 pm in Littlebury Village Hall.	

Meeting closed at 9.15 pm

Signed

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Dated

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