

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING
HELD ON WEDNESDAY 19th OCTOBER, 2022
LITTLEBURY VILLAGE HALL at 7.30 p.m.**

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

Public: 0

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

1.	Apologies for Absence: Cllr Gregory, Brian Lewis	
2.	Public Participation (15 mins): None	
3.	Parish Council Vacancies: No interest in the vacancies. The PC agreed to advertise the election in January 2023.	
4.	Approval of minutes: Parish Council meeting held on 20 th July, 2022: The previously circulated minutes were approved and signed by the Chair.	
5.	Report from the District Councillor/County Councillor: District Councillor: An arrest was made concerning the arson of the dog waste bins. The file on Stansted Airport is closed and all the money has been paid. The local Plan has been delayed again. Tipper trucks using the village are working at a site in Gt. Chesterford, which is illegal as planning was refused. The Town Council is taking over the Day Centre County Councillor: Locality fund money is available. The drains in the main road have been cleared. LHI process is still ongoing. Most of the schemes haven't been validated. Highways Officer has started 3 weeks ago.	
6.	Planning: a) For Discussion: None b) Decisions: <u>UTT/22/1669/FUL Seamans Farm, Littlebury Green Road</u> Erection of a single dwelling Decision: UDC <i>approved</i> the development <u>UTT/22/1516/HHF The Rickling, Cambridge Road, Littlebury</u> Ground floor rear single storey extension, loft conversion, window replacement and external remodelling. Decision: UDC <i>approved</i> the development <u>UTT/22/1726/HHF Icknield House, Littlebury Green Road</u> Single storey side extension and front porch canopy Decision: UDC <i>approved</i> the development <u>UTT/22/1797/HHF 24 Peggy's Walk, Littlebury</u> Single storey front extension and new rooflight/light tube Decision: UDC <i>approved</i> the development c) Feasibility of a neighbourhood plan: UDC are organising a Parish Liaison meeting on 7 th November. Jane Gray will be speaking about Neighbour plans. d) PC to draft a letter concerning the energy project and listed buildings in the Parish at UDC. Setting out the inconsistencies of the Littlebury-Planning for decarbonisation and ask what is UDC's priority is.	

	Phil Marns to draft a letter to UDC.	
7.	Matters/Actions arising from the minutes: a) Verges in the Parish: The PC hasn't received a response from ECC. The PC agreed that they would rather plant wildflower seeds and not bulbs on the verges. Essex Wildlife Trust will be asked if they will provide the PC with more packets of seeds. b) Catmere End pond: No progress has been made as Peter Rieck is waiting for a report from Rebecca Inman. c) Community Assets: Clerk to look at the paperwork for the village hall. d) Cleaning of war memorial: The company that normal clean the war memorial cannot fit it in, Clerk has spoken to a cleaning company and they need a recent photo of the war memorial to send to the chemical company. Gordon Ridgewell will be asked to take a photo of the war memorial.	
8.	Clerk's update a) Replacement of dog waste bin in Littlebury Green Road: The dog bin has been replaced by Rob Cook and Brian Lewis. b) Littlebury Website: The website is ready to go live when the PDF's have been uploaded. c) Blind Lane: The PC decided not to take the issue forward. d) Village triangles: Unfortunately, David and Pamela Day are not able to look after the triangle at the Queen's Head. The PC thanked Mr & Mrs Day for all their work since 24th May 1994. A bouquet of flowers and a card to be sent. The laddies will help to dig the larger items out of the triangle. There is an idea in the village that a 'gardening goes wild' to get people together to look after the churchyard, the area in the recreation ground and the triangle. A collection was organised at the Jubilee party and raised £ 300.00 and there are plans to plant fruit trees at the recreation ground nearer North End and they have volunteers that will put the trees in. Katie Fraser to organise. Littlebury Laddies to remove the leaves from the Churchyard. e) Christmas tree: The tree has been ordered from Springwell Nurseries.	
9.	Littlebury and Littlebury Green Play areas: a) Littlebury and Littlebury Green play area reports: The springers have been removed. b) Fencing at Littlebury Recreation Ground: Companies have been asked for quotes but none have been received. More enquiries to be made. c) Hedge at Littlebury Green Recreation Ground: Clerk to ask AEE about cutting the hedge. d) Trees: There are some trees with ash die back near the roadside. The next survey is due in 2023.	
10.	Highways: a) Highways issues in the Parish: The sink hole in Church Walk turning circle has been reported to Highways. b) Signs in the Parish: The signs have still not been fixed by Highways.	
11.	Project Updates: a) Energy project update: The project was started last year, an open day held and there are 12-15 more detailed surveys being carried out and energy ratings of properties were looked at for Littlebury. The intension is to look at how to replace the fossil fuel heating out of Littlebury. The energy efficiency in homes in Littlebury is lower than in Blackburn. Part of the issue is old buildings but not all the time.	

	The reports were really detailed but the sample size was small. A summary is also being distributed to each house in Littlebury and a meeting will be organised at the end of November in Littlebury Village Hall. b) Uttlesford Design code: There is an event in Saffron Walden on Saturday which Mike Scott will attend. c) Tree survey: Clerk to arrange the Bumpy tree report.		
12. Finance	a) Approval of cheques:		
	Payments		
	Tracy Coston (August payment)	£	289.37
	ICO	£	35.00
	A J Lighting	£	564.00
	Glasden Fixings	£	48.38
	Hardy Landscapes	£	509.05
	HMRC	£	144.99
	Npower	£	77.29
	HMRC	£	200.00
	Avast	£	27.18
	Wel Medical	£	47.94
	Hardy Landscapes	£	509.05
	Hardy Landscapes	£	1,018.10
	EALC	£	267.22
	R J Cook	£	542.00
	LGS Services	£	114.00
	Npower	£	77.32
	A J Lighting	£	295.80
	R J Cook	£	152.00
	Hardy Landscapes	£	1,018.10
	Rob Ellam	£	636.00
	CAS Ltd	£	619.26
	Tracy Coston (September)	£	289.17
	HMRC	£	16.40
	HMRC	£	72.40
	Npower	£	80.30
	Audley End Estate	£	545.00
	Tracy Coston (October)	£	289.17
	St Peter's Church (Nov Meeting)	£	25.00
	Rob Cook	£	84.50
	Tracy Coston (Expenses)	£	370.40
	Total payments	£	8,964.39
	b) Account update: The quarterly accounts were analysed and discussed. A precept setting meeting will be organised in December, c) Risk Assessment update: The risk assessment was updated and the information about the defibrillators will be added. d) Precept discussion: The Councillors were asked to think about projects next year so that they can be discussed at the precept meeting in December.		
13. General Correspondence:	a) UDC Community Awards: An application has been made.		
14. Area Report:	a) Green churchyard: See above in 8d) b) Update on St. Peter's Church project: Arrangements have been put in		

	place with the full support of the Church authorities, St Peters Church and Community Hub. There are two committees: the upkeep of the building and hiring and church committee. Full support of all the residents. Inside toilet to be installed. Fundraising and grant committee to be formed. c) Wreath Clerk to arrange and pay £ 50.00 to the Royal British Legion. d) Application for Dame Bradbury's fund: Applications are required by Oct 31st. e) Speeding in Littlebury Green: Highways to be contacted. Contact Paul Gadd on Essex's policy on mobile speed signs.	
15.	Date of next meeting. The Parish meeting will be held on 16th November, 2022 at 7.30 pm in St. Peter's Church.	

Meeting closed at 9.30 pm

Signed

Dated