

Parish of Littlebury

NOTICE OF MEETING

I HEREBY GIVE YOU NOTICE that a meeting of the Parish Council Meeting of the above Parish will be held at Littlebury Village Hall on
Wednesday 21st June, 2023 at 7.30 pm

1.	Apologies for Absence:	
2.	Public Participation (15 mins):	
3.	Approval of minutes: Parish Council meeting held on 17 th May, 2023	
4.	Report from the District Councillor/County Councillor: District Councillor: County Councillor:	
5.	Planning: a) For Discussion: <u>UTT/23/1253/FUL Annexe at Seamans Farm, Littlebury Green</u> Conversion and extension of an existing annexe to create a new dwelling <u>UTT/23/1504/HHF Mulberry House, 5 Field View</u> Proposed single storey rear extension b) Decisions:	
6.	Matters/Actions arising from the minutes: a) Website changes	
7.	Clerk's update a) Community asset application for Village Hall b) Cost of cleaning solution for the war memorial c) Quote for tree work at Littlebury Recreation Ground d) Grasscutting at Littlebury Churchyard e) Littlebury.org.uk email addresses	
8.	Risk Register: Update of Policies and Procedures: a) Code of conduct b) Financial regulations c) Standing orders d) Co-option policy e) Procurement procedure	
9.	Littlebury and Littlebury Green Play areas: a) Quotes for maintenance work at Littlebury play area b) Fencing at Littlebury Recreation Ground c) Replacement springer at Littlebury Recreation Ground d) Maintenance of the Community Orchard	
10.	Highways: a) Highways issues in the Parish: b) SID/VAS license sign for Littlebury Green c) Email from resident in Catmere End regarding lack of signage	

11.	Project Updates: a) Energy project update: b) Wilder Communities update c) Catmere End Pond	
12.	Finance a) Approval of cheques:	
	Payments	
	Tracy Coston (June payment)	£ 289.17
	N Power (street lighting electricity)	£ 37.24
	Eco Tree Care	£ 1,144.69
	PKF Audit	£ 288.00
	Rob Ellam	£ 100.00
	P J Dudley (Vergecutting)	£ 1,374.98
	Hardy Landscapes	£ 1,071.67
	TOTAL	£ 4,305.75
13.	General Correspondence: a) Community Project Grant Scheme: b) Ongoing maintenance of the triangle c) ECC / UDC grants available	
14.	Area Report:	
15.	Date of next meeting, The Parish Council meeting will be held on 19th July 2023 at 7.30 pm in Littlebury Village Hall.	

Signed

J Coston

Date: 15/06/2023