

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING
HELD ON WEDNESDAY 20th MARCH, 2024
ST. PETER'S CHURCH, LITTLEBURY GREEN at 7.30 p.m.**

Present. Jean Cowell, Philip Marns, Janet Menell, Peter Rieck, Peter Garland and Michael Scott.

Public: 2

Also Present: Cllr Neil Gregory, Cllr Paul Gadd and Chris Dodge (Energy Project)

1.	Apologies for Absence: Cllr Pavitt	
2.	Public Participation (15 mins): The PC were asked what its response is to the Local Plan submission by Audley End Estate. The PC explained that Audley End Estate submitted two pieces of land in Littlebury in response to the 'Call for Sites' and UDC did not include these sites in the draft Local Plan. AEE have subsequently written to UDC asking that these sites be included in the Local Plan, which they are entitled to do. The PC can only comment on a formal planning application or in response to the Regulation 19 consultation, which will be out in August.	
3.	Approval of minutes: Parish Council meeting held on 21 st February, 2024. The previously circulated minutes were approved and signed by the Chair.	
4.	Report from the District Councillor/County Councillor: District Councillor: The Local plan comments have been made public. UDC's budget is looking better than expected. Along with all other Councils UDC are being required by central government to sell assets and in the process of disposing of a stake in Chesterford Research Park, which has increased in value. Bin issues: the Scrutiny Committee are discussing this on 16th April. Concern about crime: There have been 4 attempted burglaries in Littlebury Green today and outbuildings attempted to be broken into. There is concern that drug dealing on the increase and drug related crime in the area. The lack of policing in the area is also a concern. Non urgent reports to be made through the Essex Police website. County Councillor: The LHP application on the Littlebury Green Road for the speed to be reduced from 40 to 30mph is in the queue to be issued. Strethall warning sign – change dead end sign has been approved in principle. The Great Chesterford to SW cycle path has been redesigned, though the design has not been circulated and funds are required to progress the project. Orthopaedic Surgery: Harlow and Colchester have new state of the art units opening to address the backlog of operations.	
5.	Project Updates: a) Report from Littlebury Energy Project: The Open Day was held last Saturday and it was very successful. There was over 100 people visiting from 14 different villages and towns in Uttlesford. SWCE have received £40,000 grant from the Community Energy Fund to produce a stage 1 feasibility study to see how you can decarbonise heat in Littlebury. The project has heat sensing cameras, which can be borrowed, but it is getting a bit warm to use them.	

	b) Wilder Communities update: The Bumpy project is going well. There are no initiatives in Littlebury at the moment. c) Catmere End pond: Peter Rieck is in the process to getting a group of people together to look after the pond.	
6.	<u>Planning:</u> a) For Discussion: None b) Decisions: None	
7.	Matters/Actions arising from the minutes: a) Website changes: The banner has been changed to Littlebury Parish and further changes have been mapped out which will be made by Richard Scott. An introduction to Littlebury will be written for the front page of the website. A webmaster was discussed for the website.	
8.	Clerk's update a) Tree surveys dates: Falcon Tree Surgery have been asked to quote for carrying out the three tree surveys in Littlebury Recreation Ground, Littlebury Green Recreation Green and The Bumpy at Littlebury Green. Falcon have advised to have the tree surveys carried out after the end of April when the trees are in leaf. The trees in St.Peter's churchyard will be included in The Bumpy tree survey. b) Low Cost Housing: The 3 bedroom shared ownership house is still up for sale and there hasn't been any interest at present. Philip Marns will have a conversation with Housing Association about how the houses for sale are advertised in the local community. c) Meeting date change - availability of meeting place: The PC agreed to change the meeting date to the 2nd Wednesday of the month starting from 8th May.	
9.	Review of Parish Council policies and procedures: a) Financial regulations: The limit in Clause 4.5 was changed to £ 500.00 The financial regulations were unanimously approved.	
10.	Risk Register: a) Review of the risk register, including the addition of cover for the Clerk: The risk register was reviewed and the additional cover for the Clerk was approved. The defibrillators need to be added to the risk register. Clerk to send a examples of defibrillator risk registers to Mike Scott. b) Joint approval for Santander Bank: The Clerk has checked with Santander Bank and they cannot change the log in to show just one Parish Council. Clerk to investigate other banks.	
11.	Littlebury and Littlebury Green Play areas: a) None	
12.	Highways: a) Highways issues in the Parish: All discussed. b) SID/VAS quotes for Littlebury Green: The Clerk will ask the companies to provide supply and fit quotes as originally requested. The Westcotec quote is for the sign to be fitted to a pole which has to be in place.	

13.	Finance	
	a) Approval of cheques:	
	Receipts	
	UDC (Coronation Expenditure)	£ 487.94
	Total Receipts	£ 487.94
	Payments	
	Tracy Coston (March payment)	£ 439.23
	N Power (street lighting electricity)	£ 167.99
	Tracy Coston (Expenses)	£ 294.79
	Rob Cook	£ 82.50
	Hardy Landscapes (Shingle)	£ 180.00
	ECO Tree Care	£ 334.03
	Falcon Tree Specialists (Ash tree Littlebury)	£ 1,920.00
	Falcon Tree Specialists (LB Grn Bumpy trees)	£ 540.00
	The Play Inspection Company	£ 204.00
	JRB Enterprises	£ 292.80
	TOTAL	£ 4,455.34
	b) Quarterly review of the budget and bank accounts: The Clerk distributed the budget and bank account reconciliation to the Councillors.	
14.	General Correspondence: None	
15.	Area Report: a) Littlebury United Charities: The charity is able to give people in need a heating allowance. Applications should be made by the end of March. b) Litterpick: Residents in Littlebury Green are carrying out a litterpick in the Parish. c) Dog waste: There have been complaints about dog waste in the Parish and a request for additional signs. The PC did not believe additional signs would improve the conduct of irresponsible dog owners. d) Neighbourhood watch: The neighbourhood representatives in the Parish are Jean Cowell, Steve Gale, and hopefully Hannah Garland.	
16.	Date of next meeting, The Parish Council meeting will be held on 17th April, 2024 at 7.30 pm in Littlebury Village Hall.	

The meeting closed at 9.05 pm

Signed

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Date

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