

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING
HELD ON WEDNESDAY 9th OCTOBER 2024
ST PETER'S CHURCH, LITTLEBURY GREEN at 7.30 p.m.**

Present. Jean Cowell, Philip Marns, Mike Scott, Janet Menell, Peter Garland, Peter Rieck, Steve Roberts and John Broomfield.

Public: 1

Also Present: Cllr Neil Gregory

1.	Apologies for Absence: Cllr R Pavitt and Cllr P Gadd.	
2.	Public Participation (15 mins): <u>Tree Survey in the Bumpy:</u> The PC discussed the tree work to be carried out at The Bumpy by Falcon Tree Specialists with Jeremy Featherstone, Bumpy Volunteer Group. It was agreed the ivy would only be severed on the trees if it was necessary for the tree surgeons to survey the trees, and that this could be carried out by the Bumpy Volunteers. Clerk to check details of the public liability cover and maintenance responsibilities of the PC with the insurance company as the Bumpy is a public area. It was agreed that Elm T4's trunk will be left as tall as possible after felling to maximise wildlife provision. <u>Blind Lane:</u> Tom White, Matt Clare and Mike Scott will meet at Blind Lane on 11th October. ECC have suggested previously that the simplest way to create a new public right of way is to organise a Section 30 agreement. The liability for maintenance and liability will be discussed. Clerk to contact PC's insurers to find out if the public liability cover would apply to land, it does not own.	
3.	Approval of minutes: Parish Council meeting held on 11 th September, 2024: The minutes were approved and signed after changes concerning the discussion with the Community Pub Group.	
4.	Report from the District Councillor/County Councillor: District Councillor: The Local plan consultation is closing next week and will be discussed by UDC in December 2024 before it is sent to the Inspector. The Investments board will meet next week and discuss the sale of Chesterford Park. The property maintenance contract with Norse is due to end on 31st March, 2025 and seven organisations have been shortlisted. There are plans to let more of the UDC offices, keeping some working spaces and the planning department at the offices to help make savings of £ 2 million to reduce office overheads. County Councillor: Report sent. <u>Strethall Road improvements:</u> ECC have sent a proposal that a 'pedestrian in the road ahead warning triangles' can be installed on the approach to the village side of the bridge as a total scheme with a cost to the panel of £9,460. The PC asked for the scheme to go ahead. Steve Roberts has received complaints about speeding up Strethall Road and has informed the complainants about the speed watch group.	

5.	Report from Community pub working group: A public meeting was held on 6th October at Littlebury Village Hall which was well supported by 50/60 people. There is now a committee of 12 people and more structure in place with sub committees. The requirement is to raise £ 350,000 in pledges and to take out a mortgage. The group are organising a publicity stall in the Market Square in Saffron Walden on Saturdays. There are no funds to commission a building survey at present, but a survey will be required for a mortgage. The Committee Pub Group would like to keep the idea of a PWLB organised by the PC if they were successful in purchasing the pub. The PC offered to pay for the flyers, which will be delivered to every household in the Parish and banners up to a cost of £ 400.00. The Community Asset period ends on 16th November.	
6.	Project Updates: a) Report from Littlebury Energy Project public meeting: The technical consultants attended the meeting, and a range of options are still being looked at for local residents. There may be an option to build a heat grid serving part of the village, but it is not possible for the whole village. There were concerns that the consultants left before the end of the evening. A further grant has been applied for a more detailed report on providing a heat grid in the village, but the result won't be known until February 2025. Philip Marns is involved in discussions with UDC and other stakeholders about how residents can reduce their energy costs and the possibility of local energy generation. The Energy Project has asked UDC to promote accurate information about renewable energy technology. b) Wilder Communities update: The areas have been cut. c) Catmere End pond: There hasn't been a response from UDC Norse. Clearing the area will start on the weekend of 19th October and the next two weekends. The wildflower area near the road will be planned as well.	
7.	<u>Planning:</u> a) For Discussion: <u>UTT/24/2494/HHF 4 Goodwins Close, Littlebury</u> Garage conversion to form new granny annexe, with new front entrance porch, changes to fenestration, with new linked single garage. <u>PC Decision:</u> No objections b) Decisions: No decisions c) Appeals: Site Address: Northfields House Roman Way Description of development: Proposed annexe Application reference: UTT/24/1608/HHF Appeal reference: APP/C1570/D/24/3351489 d) Response to the Local Plan Consultation: The PC thanked Steve Roberts for drafting a response. The draft was approved subject to slight changes and will be sent to UDC by Monday 14th October by the Clerk. e) Neighbourhood plan discussion: Steve Roberts will contact John Evans, Portfolio Holder at Planning UDC and organise a Working Party meeting. A meeting will also be organised with Judy Emmanuel from Newport PC. The Clerk will resend out the password and links for Parish On-Line and	

	the full version will be purchased for the PC to use.	
8.	Matters/Actions arising from the minutes: a) Website report: Ian and Charlotte Dunham are planning to update the community pages to the website and publish under the correct headings on the website. b) Tree Survey reports: The tree surveys were discussed, and the quotes were all approved. The cost of felling the tree T1 on the verge outside St. Peter's will be split 50/50 between St. Peter's and the PC. c) Vergecutting: Philip Marns spoke to Rebecca Inman about the cutting regime that would increase wildlife on the verges. The recommendation is to cut verges about three times in May at a height of 10/15 cm and 1/1.5 metres depth and leave until August onwards. Philip Marns to contact other authorities about their specification and contractors. d) VAS Signs: There has been a Bluetooth connection issue with the signs, which will hopefully be resolved by Mike Scott and Philip Marns following information from the manufacturer. The user manual and keys for the signs to be kept with Philip Marns and the Clerk. The hedges need to be cut back regularly for the solar connection and sign and the PC considered purchasing a battery-operated hedge cutter. The older style VAS signs in Littlebury are not working correctly. The PC will consider the cost of replacing the signs in Littlebury when the budget/updated financial statements are discussed at the next meeting. e) Blind Lane: See Public Participation 2)	
9.	Clerk's update: a) Overgrown hedges/Goodwin Close/Church Walk: The beech hedge at Goodwin's Close has been cut and some of the Church Walk path has been cut back.	
10.	Highways a) Cutting back of paths: The Clerk will contact Tom White at AEE to ask if the branches overhanging the footpath up Windmill Hill can be cut back. The narrow paths need to be cleared for the safety of the users. The ECC Highways Cabinet member to be invited to a PC meeting. b) Signs in Parish: All to be reported on the Highways website.	
11.	Risk Register: a) Review of the risk register: Checking the brackets on the VAS signs will be added to the risk register. Clerk to ask Rob Cook if he would be able to cut the hedges with a battery hedge trimmer.	
12.	Littlebury and Littlebury Green Play areas: a) Littlebury Green play area: The PC agreed for a new football net to be ordered. The playhouse needs to be repainted and some of the wood repaired. A new football net to be ordered. The playhouse needs repainting and some wood replacing. The metal waste bins need to be replaced with a hard plastic bin and the swings and slides need to be cleaned. Clerk to speak to Rob Cook. b) Littlebury Recreation goal nets: Matt Clare is going to see SWTFC have any goal nets that can be recycled for the recreation ground. Hardy Landscapes to fill in the holes in the goal mouths. Clerk to speak to the Littlebury Recreation Committee to see if they have funds available.	

13.	Finance	
	a) Approval of cheques:	
	Payments	
	Tracy Coston (October payment)	£ 439.23
	St Peter's Church (Hire)	£ 25.00
	Tracy Coston (Sept expenses)	£ 307.47
	Rob Cook	£ 247.50
	N Power	£ 114.04
	JRB Enterprises	£ 225.66
	CAS (Insurance)	£ 659.09
	PKF Littlejohn (Auditor)	£ 300.00
	Hardy Landscapes	£ 1,071.67
	Rob Cook	£ 105.00
	Total Payments	£ 3,494.66
	b) Conclusion of External Audit: The external audit has been completed.	
14.	General Correspondence: None	
15.	Area Report: a) Signpost at Littlebury Green junction: Due to an accident the signpost has been replaced with a shorter post. b) Christmas tree: The Clerk has ordered the Christmas tree from Springwell Nursery. c) White line replacement: The white lines need replacing at Littlebury Green crossroads for safety reasons. Clerk to report online to Highways.	
16.	Date of next meeting, The next Parish meeting will be held on 13th November, 2024 at 7.30 pm in Littlebury Village Hall, Littlebury.	

The meeting finished at 10.20 pm.

Signed:

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Date:

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