

**MINUTES OF THE LITTLEBURY PARISH COUNCIL MEETING
HELD ON WEDNESDAY 13th NOVEMBER 2024
LITTLEBURY VILLAGE HALL, LITTLEBURY at 7.30 p.m.**

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

Public: 2

Also Present: Cllr Paul Gadd and Cllr Gregory.

1.	Apologies for Absence: Philip Marns, Philip Rieck and Cllr Pavitt	
2.	Public Participation (15 mins): VAS signs: A member of the public confirmed that the VAS from the Audley End direction works periodically and the VAS at the north end doesn't work at all. Traffic: There is concern in the village that lorries are not obeying the weight limit on the bridge in Strethall Road. The possibility of advance warning of the weight limit signs, to be positioned near the triangle at the bottom on Strethall Road and one at Coploe Road were discussed with Paul Gadd.	
3.	Approval of minutes: Parish Council meeting held on 9 th October, 2024. The previously circulated minutes were approved and signed by the Chair.	
4.	Report from the District Councillor/County Councillor: District Councillor: The new housing maintenance contract will be presented to UDC full council meeting next week. The UDC Investment Board meets tomorrow to discuss the bids for Chesterford Research Park. UDC have set a threshold. The development at Stumps Cross has been refused due to the information from the Great Chesterford Neighbourhood Plan, expressing the importance of a Neighbourhood Plan. Neil Gregory has held a meeting with the local police and discussed speeding, burglaries and car theft in the local area. DNA marking kits are available and the Police would like to hand them out at a village event. County Councillor: The PC discussed that due to vegetation growth the pavement up Windmill Hill to Saffron Walden is too narrow for the pavement to be used safely, especially with a pushchair and it needs to be cleared by ECC. Photographs to be sent to Paul Gadd.	
5.	Report from Community pub working group: The Community Pub Working Group held a meeting at the Village Hall on 9 th November. Some additional interest was generated and there have now been pledges up to a value of £ 350,000. A draft offer has been drawn up by a solicitor and the amount of the bid to be made to Greene King is being calculated. A pub bond system has been formalised to cover any shortfall. The Community Pub Group thanked the PC for funding the signs and leaflets. A condition survey has been organised and completed. Quotes have been arranged for remedial work and equipment.	
6.	Project Updates: a) Report from Littlebury Energy Project: The report from the consultants has been received. There are several concerns including the financial feasibility of a heat network scheme.	

	b) Catmere End pond: There has not been a response or update from UDC Norse over the Treatment Plant or its contamination. It is therefore thought that action to begin cutting end of season vegetation and planning other actions should get underway without waiting any longer. The first actions will be to try to organise a meeting to form a working group of interested volunteers, appoint a Chairperson, accept volunteers for sections [pond, wildlife, wildflowers, community activities etc] and begin to implement the FWAG Plan produced by Rebecca Inman. It is anticipated that a date for getting volunteers together and forming the workgroup should be set within the next 6 or so weeks, depending on availability.	
7.	<u>Planning:</u> a) For Discussion: None b) Decisions: None c) Neighbourhood plan discussion: A working party meeting will be arranged with Cllr John Evans on the 13th or 16th January. Littlebury Residents Group will be invited to attend the meeting.	
8.	Matters/Actions arising from the minutes: a) Website report: Ian and Charlotte Dunham have made significant changes to the website and have edited all areas with up-to-date information. The PC agreed that the Clerk will make a hamper to thank them. b) Vergecutting: Philip Marns is investigating if any contractors are able to cut the verges and leave the grass longer. c) VAS Signs in Littlebury Green and Littlebury: The PC agreed to discuss the purchase of two new VAS signs in Littlebury at the budget meeting on 11th December. d) Report from Blind Lane meeting: Mike Scott met with Matt Clare and Tom White. Matt Clare has cleared a lot of land and is going to install a fence and gate to stop access into the field. Some of the land is unregistered land. Tom White is going to discuss the options of a Section 30 or a permissive path with the trustees of Audley End Estate. Clerk to follow up with Tom White.	
9.	Clerk's update: a) Tree work: All the tree work has been completed by Falcon Tree Specialists. b) Leaf collection at Littlebury Churchyard: The PCC have asked the PC if they purchase some gravel to be put onto the path. John Broomfield offered to look at the paths and a decision will be made at the next meeting. c) Seeding of the goalmouths at Littlebury Recreation Ground: Hardy Landscapes will fill in holes and seed in the Spring. d) Village Hall ACV: The Asset of Community Value for Littlebury Village Hall has been approved by UDC. e) Queens Head ACV: The Clerk will speak to UDC about the procedure to renew the ACV for the Queens Head. f) Hedgecutting: Clerk to send an email thanking AEE for cutting the hedges at the recreation ground at Littlebury and Littlebury Green.	

10.	Highways a) Cutting back of path from Windmill Hill to Saffron Walden: Clerk to send images of the path to Paul Gadd. AEE have been asked to cut the tree branches which are overhanging from their land onto the path. b) Reporting of signs requiring repair in the Parish: Photographs have been taken of the missing signs and logged on the ECC Highways website.		
11.	Risk Register: a) Review of the risk register: All updated.		
12.	Littlebury and Littlebury Green Play areas: a) Work required at Littlebury Green Recreation Ground: The children’s playhouse will be renovated, and a new bin will be ordered. b) Nets for Littlebury Recreation Ground: The Recreation Ground Committee have agreed to pay for new nets for the goalposts. Steve Roberts has offered to measure the goalposts before nets are ordered.		
13.	Finance a) Approval of cheques:		
	Payments		
	Tracy Coston (November payment)	£ 439.23	
	N Power	£ 133.49	
	Falcon Tree Specialists	£ 7,944.00	
	Royal British Legion (Wreath)	£ 50.00	
	Hardy Landscapes	£ 535.84	
	BM Design and Print (Leaflets and banners)	£ 362.00	
	CPRE	£ 60.00	
	UDC (Green Waste)	£ 1,510.50	
	Dropbox	£ 23.63	
	Richard Scott (Website)	£ 300.00	
	Geosphere Ltd (Parish On-Line)	£ 75.60	
	Rob Cook	£ 105.00	
	Rob Cook	£ 86.00	
	Falcon Tree Specialists (Tree Survey)	£ 1,500.00	
	P J Dudley Contracts	£ 2,744.03	
	Total Payments	£ 15,869.32	
	b) Unity Bank application and on-line banking: The application has been approved and log in details have been sent. c) Budget and bank account update: The PC will hold a meeting to discuss the budget and agree the precept on 11 th December, 2024.		
14.	General Correspondence: All emailed.		
15.	Area Report: a) Dame Bradbury’s Education Trust: The PC agreed for Jan Menell to be the PC’s representative.		
16.	Date of next meeting, The next Parish Council meeting will be held on 8th January, 2025 at 7.30 pm in Littlebury Village Hall, Littlebury. A precept setting meeting will be arranged for a date in 11 th December, 2024 at 7.30 pm in Littlebury Village Hall.		

The meeting finished at 10.20 pm.

Signed:

Date: