

Bures Hamlet Parish Council

Mrs J. Wright (Clerk)
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Notice of Parish Council Meeting

The Press & Public are welcome to attend

Dear Member

You are hereby summoned to attend a meeting of Bures Hamlet Parish Council on Monday 11th March 2019 at the Garrad Room, Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the Bures Parish Action Plan (BPAP) areas of focus:

1. Countryside and Village Appearance; 2. Community Spirit and Communication;
3. Community Assets and Values; 4. Retail Facilities; 5 Housing; 6 Traffic Management;

AGENDA

1. **Apologies for absence** - to note specific reason if absent from meeting
2. **Declarations of Interests & Dispensation Requests**
To receive any 'Pecuniary' or 'Non-pecuniary' interests and Dispensation requests
3. **Minutes of the Parish Council Meeting of 14th January 2019 to be approved and signed as correct records (previously circulated)**
4. **Public Forum** – 15 minutes maximum public participation
3 minutes for individual contributions unless agreed by Chairman
The public are invited to give views and question the Parish Council on issues on this agenda, or raise issues for consideration of inclusion at future meetings.
5. **Police**
To update on Bures Hamlet Speed Watch Scheme (BPAP 6)
To note introduction of Local Community Policing Team Officers
To note Police newsletters circulated as received and available online
6. **County/District Councillor**
To present reports
7. **Highway Matters**
 - a) Colchester Road/Mt Bures junction (BPAP 6)
 - b) Highways Devolution Pilot
 - c) ECC Surface Water Assessment Scheme (BPAP 6)
 - d) 30mph roundels at Colchester Road (BPAP 6)
 - e) Anglia Level Crossing Reduction Strategy
 - f) Additional bollard at Millennium gateway
 - g) Footpath at No.4 Lamarsh Hill
 - h) Paddocks to Normandie Way footpath repairs
 - i) Potholes at Eight Bells PH & Water Lane

8. Planning (BPAP 5)

- a) To report on applications received and any decisions made since the previous planning committee meeting– see attached list (BPAP 1)
- b) To consider a response to any applications received since the previous planning committee meeting
- c) To report on the following:
 - Appeal 18/00057/REF Land at Colchester Road
 - Land to rear of Cambridge Way
 - Revised garage site application
 - Application 18/02201/REM Land to rear of Parsonage Hill
 - Lawful Development Certificates - Cuckoo Hill

9. Bures Parish Action Plan Summary

To report on follow up on Working Parties for:
Highway, Transport, Parking Issues, Street Lighting and Retail Facilities

10. Grounds Maintenance Contracts

- a) To consider tenders for Grounds Maintenance contract
- b) To review risk assessments and insurance documentation for contractor
- c) To discuss BDC & Greenfields Street Cleansing & Grounds Maintenance Contracts

11. Items for update report and follow up as required

- a) Open Spaces Action Plan 2019 & S016 Contributions (BPAP 1)
- b) Grant application for Walks Leaflet (BPAP 1)
- c) Elections 2019
- d) Social Media training event
- e) Parish Council member surgeries
- f) ECC Local Service Fund – grant application FP5 boardwalk
- g) Assets of Community Value (BPAP 3)
- h) Joint Emergency Plan
- i) Data Protection – files – old records

12. Finance

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) To consider and adopt Equality & Diversity Policy
- d) To note Tax Base and Parish element of Band D Tax Rate for 2019/20

13. Donations

Requests received from: Essex Air Ambulance, St Mary PCC parish magazine, AONB & Stour Valley Project, Sudbury Citizens Advice, Support4Sight, Ferriers Barn
To note donations given 2018: Bures PCC

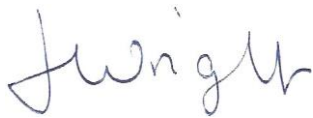
14. Government Consultation Papers/Legal Topic Notes

All the following documentations have been circulated and noted:
LTN 9E Handling Complaints

15. Clerk's Report plus any correspondence received for action

- a) Phillips Field Plaque
- b) Bench at Essex Knoll

- 16. Physical Risk Assessment Report – Cllr Welch**
To report on progression of items from previous risk assessment
- 17. Reports:** 1) Bures St. Mary PC – Cllr Aries 2) Cemetery 3) Sportsground
4) Community Centre 5) Rights of Way 6) Station Adopters
7) Transport 8) Tree Warden 9) Bures Primary School
10) NHW 11) Bures Common
- 18. Brief information & exchange for next agenda items**
- 19. Dates for Representatives at BSMPC meetings**
2019: 14th March – Cllr Welch, Joint APM 18th March – All members,
AGM 16th May – BHPC Chairman
- 20. Date of next meeting:** Joint APM Monday 18th March (revised date) to be held at
the Garrard Room, Bures Community Centre at 7.30pm
Future dates booked for 2019: AGM 13th May, 15th July, 16th September



Mrs. Jenny Wright
Clerk to Bures Hamlet Parish Council
4th March 2019