

Bures Hamlet Parish Council

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Notice of Parish Council Meeting

The Press & Public are welcome to attend

Dear Member

You are hereby summoned to attend the Parish Council Meeting of Bures Hamlet on Monday 14th March 2022 at Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the **Bures Parish Action Plan 2021** (BPAP)

1. Community spirit and communication (i. Mental Health and Well-being, ii.COVID-19, iii. Parish Council communication with residents)

2. Environment (i. Hedge and tree planting, ii. Rights of Way, iii. Link with Bures Transition Group, iv. Speeding/Road safety, v. Parking, vi. Climate and Nature Actions, vii. Empty Property eyesores, viii. Extension to AONB, ix. Flooding issues)

3. Community Assets, services and enterprise (i. Recreation Ground, ii. Cemetery, iii. Facilities for visitors, iv. Lighting and pavements, v. Retail and business facilities, vi. Superfast broadband)

4. Neighbourhood Plan

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**
Minutes of the Parish Council Meeting of 17th January 2022 to be approved and signed as a correct record (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. County and District Councillors may also present their respective reports during the Public Forum.

5. Highway Matters

- a) To report on the following proposed LHP requests: (BPAP 2 iv)
 - 1) Pedestrian crossing at Colchester Road
 - spring footfall survey and additional evidence
 - 2) Safety improvements at Mount Bures junction
 - update on meeting with all parties to move request forward
 - update on bus stop provision at Mount Bures junction
 - 3) To install reflective bollards at top of Lamarsh Hill – evidence needed
 - 4) To extend 30mph at Lamarsh Hill to gateway entrance – support evidence
 - 5) Upgrade of VAS to a SID
- b) Parking matters
 - 1) Use of Station carpark
 - 2) Parking at Station Hill
 - 3) Parking at Maltings Close
- c) Update on Colchester Road/Bridge Street – ECC SWAS & flooding (BPAP 2)
- d) Update on low level light at Station Hill
- e) Items on hold for comment and future follow up
 - 1) Station Hill tree root repairs (BPAP 3 iv)
 - 2) Refresh of yellow lines at Bridge Street

6. Planning

- a) To report on applications received and any decisions made since the previous meeting – see attached list
- b) To consider a response to any applications received since the previous meeting requiring a response
- c) Ferriers Lane site application
- d) To report on progress of Transfer of land to rear of Cambridge way: (BPAP 2 iii)
 - i) To confirm land searches
 - ii) To confirm maintenance agreement
 - iii) To accept budget plan
 - iv) Resolution to be agreed ‘The purpose of the village taking on stewardship of the Land is the creation of a Community Woodland for recreational purposes and the enjoyment and wellbeing of the villagers’
- e) To report and follow up as required:
 - 1) Created entrance to Land South of Penlan
 - 2) Garage site (BPAP 2 vii)
 - 3) Proposals for the Old Bus Depot (BPAP 2 vii)
 - 4) Progress on Cuckoo Hill enforcement

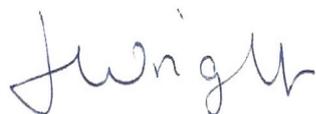
7. Joint Bures Neighbourhood Plan

- a) Update on progress of the NHP
 - i) Advertising
 - ii) Website
 - iii) Housing Needs Survey
 - iv) Volunteer Risk Assessment for insurance
- b) To accept Steering Group minutes
- c) To accept Spending Plan

8. Joint Parish Plan 2021-2022

- a) To report on progress of Bures in Bloom initiative
- b) To report on Bures Climate Change initiative (BPAP 2 vi)
- c) To report on Suffolk Community Foundation Grant application
 - to provide information to the local community about services available and offerings of the Good Neighbour Scheme
- d) To report on Health & Wellbeing Plan (BPAP 1 i)

- 9. Items for update, report and follow up as required**
- a) Queen's Platinum Jubilee events
 - b) Tree to mark the Queen's Platinum Jubilee
 - c) National Grid Bramford to Twinstead project
 - d) P3 Scheme (BPAP (2 ii)
 - e) Speed Watch Scheme (BPAP 2 iv)
 - f) Station Hill garden revamp
 - g) Millennium footpath fencing
 - h) Application for Possessory Title for Essex Knowle
- 10. Audit and Finance Matters**
- a) Finance & Budget monitoring report – circulated
 - b) Bank reconciliation report and verifying bank statements – circulated/for signing
 - c) To discuss donation requests received – Age Concern Colchester, AONB, Essex Air Ambulance. No donations given out 2021
 - d) To accept NJC National Salary Award 2021/22
 - e) To note Band D Parish Element 2022/23 – 2.19% increase
 - f) To note BDC 2022/23 Council Tax Collection Fund Surplus letter
 - g) To propose a policy for recording and social media at meetings
- 11. Clerk's Report plus any correspondence received for action - circulated**
- 12. Physical Risk Assessment Report – Cllr Ellis**
To update on items raised from previous report.
- 13. Reports:**
- 1) Bures St. Mary PC – Cllr Aries
 - 2) Cemetery
 - 3) Sportsground (BPAP 3)
 - 4) Community Centre
 - 5) Rights of Way (BPAP 2 ii)
 - 6) BALC & EALC
 - 7) Transport
 - 8) Station Adopters
 - 9) Tree Warden (BPAP 2)
 - 10) Bures Primary School
 - 11) Bures Common
- 14. Brief information & exchange for next agenda items**
- 15. Date of next meeting: Annual Parish Meeting - Thursday 31st March 2022**
to be held at Bures Community Centre, Nayland Road at 7.30pm.
Date of next Parish Council Meeting: AGM Monday 16th May to be held at Bures Community Centre, Nayland Road at 7.30pm
Future meetings 2022: 18th July, 19th September, 14th November



Mrs. Jenny Wright,
Clerk to Bures Hamlet Parish Council
7th March 2022

