

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 Bures Hamlet Parish Council meeting on Monday 14th July 2025 at Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the **Bures Parish Action Plan 2024-25 (BPAP)**

- 1. Community spirit and communication** (i. Mental Health and Well-being, ii. Parish Council communication with residents)
- 2. Environment** (i. Hedge and tree planting, ii. Future development of Jubilee Grove, iii. Colchester Road water meadows, iv. Rights of Way, v. Reduce pesticide and weed killer use, vi. Speeding traffic)
- 3. Community Assets, services and enterprise** (i. Recreation Ground, ii.. Lighting and pavements, iii. Bus shelter, iv. Public Transport)

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 Annual Parish Council Meeting of 6th May 2025 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 the Chair
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.
Bures St Mary Parish Council representative to present their report – **Cllr Aries**
- 5. Police Matters**
 - a) To report on matters raised with Suffolk and Essex Community Policing Teams
 - b) To report on Safer Essex Roads Partnership Scheme
 - c) Speed Watch Scheme update

6. Highway Matters

- a) Parsonage Hill lighting follow up
- b) NEPP application to improve safety at Water Lane/Station Hill
- c) To discuss Colchester Road/Normandie Way parking issues
- d) Flooding issues update
- e) Station Hill tree root repair update
- f) Safer crossing point at Colchester Road – on hold – no new schemes being accepted – see report from Cllr Schwier

7. 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) **Colchester Road land:**
 - i) report on enforcement and planning application ii) riverbank area
- d) **Jubilee Grove report:**
 - i) fire report ii) dead hedging iii) W I tree iv) wild flower area & pond area
 - v) sign vi) grant
- e) **Pine View:** concerns raised regarding the wall
- f) **Chambers Bus Depot Site:** current update
- g) **BDC Local Plan:**
 - i) To report on BH Call for Sites 12th June
 - ii) To discuss way forward for a permissive path to link Mt Bures to Jubilee Grove

8. Finance Matters

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) To budget for bleed kit ongoing costs

9. Audit Matters

- a) To note waiting on External Auditor's report for year ending 2024/25
- b) To note Internal Audit Review scheduled for 6th October at 6pm via Zoom
- c) To adopt a Safeguarding Policy

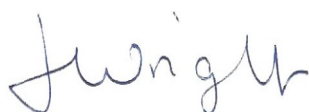
10. Matters arising not elsewhere on the agenda

- a) Bleed Kits – progress of project
- b) Proposal to proceed with a gov.uk domain
- c) Proposal to proceed with sensors on parish lights
- d) Progress of upgrade of Information Board
- e) Bench for Millennium footpath
- f) To discuss regular clean of bus shelter
- g) Lighting issues at Lamarsh Hill bungalows
- h) To report on VJ event 15th August
- i) To note Emergency Plan updated

11. Joint NHP and Joint Parish Plan

- a) Update on Joint NHP progress
- b) Joint Parish Plan 2024-2025 – update and to follow up on items

- 12. Clerk's Report plus any correspondence received for action.**
See attached and Items for reporting and follow up:
- 13. Reports:** Councillors to acknowledge receipt and present questions by exception
- a) Asset report – **Cllr Chambers**
 - b) Cemetery – minutes circulated
 - c) Sportsground (BPAP 3 i) – minutes circulated
 - d) Rights of Way
 - e) Community Centre – minutes circulated
 - f) Primary School – school newsletter circulated
 - g) Station Adopters
 - h) Tree Warden (BPAP 2 i) – see planning applications and decisions
 - i) Bures Common Land Trust
- 14. Brief information & exchange for next agenda items**
- 15. Date of next meeting:** 15th September at Bures Community Centre at 7.30pm
Future dates booked 2025: **Tuesday 18th November (re-arranged meeting date)**
Future dates booked for 2026: 19th January, 16th March, APM 30th March,
AGM 18th May



Mrs Jenny Wright
7th July 2025