

Bures Hamlet Parish Council

Mrs J. Wright (Clerk)
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Notice of a 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 November 2022 at Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the **Bures Parish Action Plan 2021 -22** (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. Rights of Way, iv. Reduce pesticide and weed killer use)
- 3. Community Assets, services and enterprise** (i. Recreation Ground, ii.. Lighting and pavements, iii. Accessibility)

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 26th September 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.
1) Proposals for land at Old Barn Road, Bures Hamlet – Bures NHP Call for Sites submission for Affordable Housing and a Village Green
- 5. Police Matters**
 - a)** To report on matters raised with Suffolk and Essex Community Policing Teams
 - b)** Speed Watch Scheme update
 - c)** 20s Plenty update and webinar 15th November – Cllr Aries to attend
 - d)** Crime Commissioners Policing Priorities

6. Highway Matters

- a) To report on the following LHP requests:
 - 1) Pedestrian crossing at Colchester Road – footfall survey
 - 2) Safety improvements at Mount Bures junction
 - 3) Bus stop provision at Mount Bures junction
 - 4) 30mph at Lamarsh Hill
 - 5) Safety measures near Hill Top, Lamarsh Hill
- b) To discuss pedestrian safety at Colne Road and Station Hill
- c) Flooding issues – Water Lane, Station Hill, Colne Road
- d) Use of Station carpark update
- e) Station Hill tree root repairs

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 – 22/02940/LBC No. 25 Maltings Close CO8 5EJ
- c) Jubilee Grove: (BPAP 2 ii)
 - i) Land transfer update
 - ii) Maintenance agreement meeting
- d) To report and follow up as required:
 - 1) Created entrance to Land South of Penlan
 - 2) Garage site
 - 3) Chambers Bus Depot Site
 - 4) Affordable housing site at Mount Bures
 - 5) Bus waiting at Bridge Street/Colchester Road
 - 6) Progress on Plots 5 & 6 Cuckoo Hill
- e) Open Spaces Action Plan Review

8. Joint Bures Neighbourhood Plan

- a) Update on progress of the NHP
- b) To report on grant applications
- c) To accept Steering Group and Wider Team meeting minutes

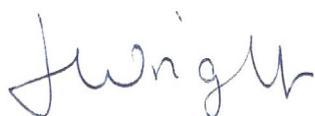
9. Joint Parish Plan 2021-2022 (BPAP 1)

- a) To follow up on items on the Plan
 - i) First Aid training
 - ii) Warm Spaces
 - iii) Cycle racks
 - iv) Parish magazine
- b) Working Parties – to hold a Joint Highways WP

10. Items for update, report and follow up as required

- a) National Grid Bramford to Twinstead project
- b) P3 Scheme (BPAP (2 iii))
- c) Station Hill garden revamp
- d) Millennium footpath fencing grant application
- e) Upgrade of telephone kiosk
- f) Application for Possessory Title for Essex Knowle

- 11. Draft Budget**
To approve presented 3 year draft budget 2023- 26
- 12. Audit and Finance Matters**
- a) To report on Internal Audit Review
 - b) Finance & Budget monitoring report – circulated
 - c) Bank reconciliation report and verifying bank statements – circulated/for signing
 - d) To accept NALC 2022-23 Clerk’s National Salary Award
 - e) To discuss holding an annual Clerk’s Appraisal
 - f) To note Civility and Respect Pledge certificate received
 - g) Policy for recording and social media at meetings
- 13. Clerk’s Report plus any correspondence received for action - circulated**
- 14. Physical Risk Assessment Report – Cllr Welch**
To update on items raised from previous report.
- 15. Reports:**
- a) Bures St. Mary PC – Cllr Aries
 - b) Cemetery
 - c) Sportsground (BPAP 3 i)
 - d) Community Centre
 - e) Rights of Way (BPAP 2 iii)
 - f) BALC & EALC
 - g) Transport
 - h) Station Adopters
 - i) Tree Warden (BPAP 2 i)
 - j) Bures Primary School
 - k) Bures Common
 - l) Bures in Bloom
- 16. Brief information & exchange for next agenda items**
- 17. Dates for Representatives at BSMPC meetings**
2023: 26th January – Cllr Monk, 23rd March – Cllr Raymond,
APM 27th March – All, AGM, 18th May – Cllr Shackell,
27st July – Cllr Baker, 28th September – Cllr Ellis
- 18. Date of next meeting:** Monday 16th January 2023 to be held at
Bures Community Centre, Nayland Road at 7.30pm
Future meetings 2023: 20th March, Joint APM – 27th March,
AGM 15th May, 17th July, 18th September



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