

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 the Parish Council Meeting of Bures Hamlet on Monday 15th January 2024 at Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the **Bures Parish Action Plan 2022-23 (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
To note Monitoring Officer's request to all members for their ROIs to be reviewed
- 3. Minutes**
Minutes of the Parish Council Meeting of 20th November 2023 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.

Bures St Mary Parish Council representative to present their report – **Cllr Koeck**

- 5. Police Matters**
 - a) To report on matters raised with Suffolk and Essex Community Policing Teams
 - b) Speed Watch Scheme update

6. Highway Matters

- a)** To report on the following LHP requests:
 - 1) Speed calming measures for Colchester Road – to include crossing, signage, bus stop hard standing
 - 2) Roundel markings for Colchester Road
 - 3) 30mph at Lamarsh Hill
 - 4) Safety measures near Hill Top, Lamarsh Hill
- b)** TRO proposal for Colchester Road
- c)** To report on progress of proposal for 40mph/30mph speed limit – Middleton Road to Lamarsh Hill
- d)** To discuss flooding issues at Water Lane
- e)** B1508 footbridge repairs - update
- f)** Bridge Street resurfacing - update

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) Jubilee Grove:**
 - 1) Progress on gifting of parcel of land
- d) Sale of land at Colchester Road:**
 - 1) Water Meadow – BCLT bid
 - 2) Sale of plots
 - 3) Article 4 update
- e) To report and follow up as required:**
 - 1) Ferriers Farm Barns
 - 2) Garage site – current update.
 - 3) Chambers Bus Depot Site. - current update
 - 4) Created entrance to Land South of Penlan – on hold
- f)** National Grid Bramford – Twinstead proposals - update

8. Joint Parish Plan 2023-2024 and Joint NHP

- a)** Joint Parish Plan 2023-2024 Review
- b)** To give an update on progress of NHP
- c)** To consider the NHP Local Green Space identification letter
- d)** To accept minutes of the NHP Steering Group

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

- a)** Progress of shared use of BSM Speed Indicator
- b)** Progress of Station Hill garden upgrade and grant purchases
- c)** Christmas lights event report
- d)** Progress of ECC Microgrant application for Bridge Street shelter

10. Grounds Maintenance Contract

Review of contract - termination date 31st March 2024

11. Budget

- a)** To approve presented 3 year draft budget 2024-27
- b)** To sign BDC precept request forms

12. Finance Matters

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) To report on progress of closure of Barclays Bank accounts
- d) New Model Contract of Employment – Clerk's contract for review

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

To follow up on concerns received regarding Pine View/Penlan trees

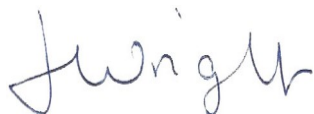
14. Reports: Councillors to acknowledge receipt and present questions by exception

- a) Asset report – **Cllr Baker**
- b) Cemetery – minutes circulated
- c) Sportsground (BPAP 3 i) – minutes circulated
- d) Community Centre – minutes circulated
- e) Rights of Way (BPAP 2 iii)
- f) Transport
- g) Station Adopters
- h) Tree Warden (BPAP 2 I) – see planning applications and decisions
- i) Bures Primary School

15. Brief information & exchange for next agenda items

16. Date of next meeting: Monday 18th March 2024 to be held at
Bures Community Centre, Nayland Road at 7.30pm

Future meeting dates: 2024: APM 25th March,
AGM 20th May, 15th July, 16th September



Mrs. Jenny Wright
Clerk to Bures Hamlet Parish Council
8th January 2024