

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 July 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. **Co-option of new member**
To discuss interests received and to agree co-option of new member
Duly co-opted member to sign Declaration of Office and Consent Form
3. **Declarations of Interests & Dispensation Requests**
To receive any 'Pecuniary' or 'Non-pecuniary' interests and Dispensation requests
To note all member Register of Interests received and on website
4. **Minutes of the Annual Parish Council Meeting of 13th May 2019 to be approved and signed as a correct record (previously circulated)**
5. **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.
6. **Police**
 - a) To report on Community Policing Team activities and visits to the parish
 - b) To report on youth issues
 - c) To update on Bures Hamlet Speed Watch Scheme (BPAP 6)
 - d) To note Police newsletters circulated as received and available online

7. Highway Matters

- a) LHP requests submitted:
 - Colchester Road/Mt Bures junction (BPAP 6)
 - 30mph roundels at Colchester Road (BPAP 6)
 - Additional bollard at Millennium gateway
- b) To discuss signing up to ECC Devolution Pilot Scheme
- c) To follow up on parking issues at Station Hill
- d) To update on roadbridge works
- e) Footpath repairs
- f) ECC Surface Water Assessment Scheme (BPAP 6)
- g) Anglia Level Crossing Reduction Strategy

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:
 - Land to rear of Cambridge Way
 - Garage site
 - Land to rear of Parsonage Hill
 - Cuckoo Hill site

9. Bures Parish Action Plan Summary

To report on follow up on Working Parties for:

- a) Highway, Transport, Parking Issues
- b) Retail Facilities
- c) Street Lighting

10. Items for update report and follow up as required

- a) Open Spaces Action Plan 2019
- b) S106 Contributions (BPAP 1)
- c) Walks Leaflet (BPAP 1)
- d) Social Media
- e) Parish magazine snippet page
- f) Parish Council member surgeries
- g) Re-print of interpretation boards
- h) Health & Wellbeing event 2nd September
- h) ECC Local Service Fund & Micro Grants
- i) Assets of Community Value (BPAP 3)
- j) Joint Emergency Plan
- k) Data Protection

11. Finance

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing

12. Audit Matters

To note waiting on External Auditor's report for 2018/19 Accounting Statement
To note Internal Audit Review Checklist date – 6pm, 28th October 2019 –
Cllr McAndrew, Cllr Shackell, Clerk and Internal Auditor to attend

13. Government Consultation Papers/Legal Topic Notes

All the following documentations have been circulated and noted:
Website Accessibility requirements and compliance – to be actioned
EALC Legal Newsletter Issue No. 16 July 2019
PR1-19 Protecting and enhancing England's trees and woodlands
The Tree and Woodland Charter

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

To report on NHW signs and to confirm locations and installation cost
To discuss applying to upgrade to Absolute Title for Essex Knowle

15. Physical Risk Assessment Report – Cllr K McAndrew

Items from previous report – dog waste bin at Station Hill, bus shelter clean,
strimming at Bakers Hall waste bin

16. Reports: 1) Bures St. Mary PC – Cllr L Alston

- 2) Cemetery
- 3) Sportsground
- 4) Community Centre
- 5) Rights of Way – FP5 improvements
- 6) Station Adopters - NCP Parking ticket machine
- 7) Transport – Passenger Transport meetings
- 8) Tree Warden
- 9) Bures Primary School
- 10) Bures Common
- 11) NHW

17. Brief information & exchange for next agenda items

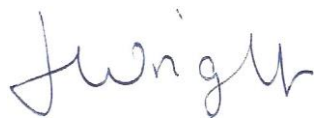
To discuss the need for a Donations/Grant Policy

18. Date of next meeting: Parish Council Meeting 16th September 2019 to be held at

The Garrard Room, Bures Community Centre at 7.30pm

Future dates booked: 2019: 18th November

2020: 13th January, 16th March, APM 23rd March,
AGM 18th May, 20th July



Mrs. Jenny Wright
Clerk to Bures Hamlet Parish Council
8th July 2019