

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 Bures Hamlet Parish Council on Monday 15th July 2024 at Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the **Bures Parish Action Plan 2023-24 (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. Co-option**
To confirm co-option of Maggie Elder.
To sign Declaration of Acceptance of Office
- 4. Minutes**
Minutes of the Annual Parish Council Meeting of 16th May 2024 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.
Bures St Mary Parish Council representative to present their report – **Cllr Norton**
- 6. Police Matters**
 - a) To report on matters raised with Suffolk and Essex Community Policing Teams
 - b) Speed Watch Scheme update

7. Highway Matters

- a) Speed calming measures for Colchester Road – update on progress of sharing of SID and revised LHP request – traffic survey
- b) To report on findings to improve pedestrian safety at Bridge Street
- c) To discuss improving pedestrian safety from Water Lane to Station Hill
- d) Flooding issues Water Lane - contributions request/ Highways update – responses
- e) To report on follow up for increased use of the Millennium footpath
- f) Update on LHP request for extension of 30mph at Lamarsh Hill
- g) Update on LHP request for 40mph/30mph speed limit – Henny Road
- h) To report on follow up on increased use of station carpark for village events
- i) Update on Bridge Street resurfacing and Station Hill tree root repair

8. 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 sales:**
 - 1) To report on Enforcement findings and Article 4 – residents concerns
- d) **To report and follow up as required:**
 - 1) Ferriers Farm Barns
 - 2) Chambers Bus Depot Site - current update
 - 3) Jubilee Grove
- e) National Grid Bramford – update

9. Joint NHP and Joint Parish Plan 2023-2024

- a) Update on Bures Draft NHP
- b) Joint Parish Plan 2023-2024 – items being followed up – website and parish magazine improvements

10. Audit Matters

- a) Waiting on External Auditor's report for year end 2023-24
- b) Internal Audit Review Checklist date arranged for Monday 7th October at 6pm
- c) Asset Register updated and circulated – 3 benches added
- d) To report on follow up on a gov.uk domain name
- e) To accept Safeguarding Policy

11. Finance Matters

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) To agree to sign up with Utility Aid to gain an improved electricity supplier
- d) To report on Lloyds Bank findings on business cover

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

To give approval to repaint the village sign post and surround

To report on residents responses to vegetation/shrub letters

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

a) Asset report – **Cllr Shackell**

b) Cemetery – minutes circulated

c) Sportsground (BPAP 3 i) – minutes circulated

d) Community Centre – minutes circulated

e) Rights of Way (BPAP 2 iii)

f) Primary School

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. Dates for Representatives at BSMPC meetings

2024: 19th September – Cllr Chambers, 21st November - Cllr Keeble-Fox

23rd January – Cllr Manning, 20th March – Cllr McAndrew,

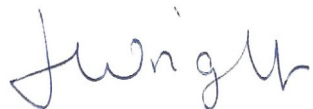
APM 24th March – All, AGM, 22nd May – Cllr Shackell,

16. Date of next meeting: Monday 16th September 2024 to be held at

Bures Community Centre, Nayland Road at 7.30pm

Future meeting dates 2024: Monday 18th November

Future meeting dates 2025: 20th January, 17th March, APM 24th March, AGM 19th May



Mrs Jenny Wright, Parish Clerk,
8th July 2024