

# Bures Hamlet Parish Council

Mrs J. Wright (Clerk)  
38 The Paddocks  
Bures CO8 5DF  
Tel: 01787 227750  
Email: [buresparishcouncils@gmail.com](mailto:buresparishcouncils@gmail.com)

## Notice of Parish Council Meeting

### Please note this is a Virtual Zoom Meeting

Members of the Public should contact the Clerk to arrange an invitation to join in

**The Press & Public are welcome to attend**

Dear Member

You are hereby summoned to attend the Parish Council Meeting of Bures Hamlet on Monday 14<sup>th</sup> September 2020 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. **Declarations of Interests & Dispensation Requests**  
To receive any 'Pecuniary' or 'Non-pecuniary' interests and Dispensation requests
3. **Minutes of the Parish Council Meeting of 20<sup>th</sup> July 2020 and Joint Planning Committee Meeting of 24<sup>th</sup> August 2020 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.
5. **Police**
  - a) To update on matters raised from Design Out Crime Report
  - b) To report on any issues raised with Essex & Suffolk Community Policing Teams - parking at Colchester Road
  - c) To update on Bures Hamlet Speed Watch Scheme (BPAP 6)
  - d) To note Police newsletters circulated as received and available online

**6. Highway Matters**

- a) LHP requests submitted:
  - Bus stop at Mount Bures junction
  - Additional bollard at Millennium gateway
- b) Colchester Road 30mph repeater signs
- c) Crossing at Colchester Road
- d) Station Hill footpath and tree roots
- e) Water Lane pipe/manhole cover
- f) Bridge Street road surface/potholes
- g) ECC Surface Water Assessment Scheme (BPAP 6)
- h) Anglia Level Crossing Reduction Strategy

**7. Planning (BPAP 5)**

- 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) To report on the following:
  - Garage site
  - Land to rear of Cambridge Way
  - Colne Road site
  - Cuckoo Hill site
- d) BDC Joint Section One Local Plan update

**8. Bures Parish Action Plan**

Highway, Street Lighting, Retail Facilities Working Party reports

- a) Street Lighting – light at Parsonage Hill, upgrade of P3 The Paddocks footpath
- b) Roses General Store update
- c) Joint Plan review 2020/21

**9. Sportsground Committee**

- a) To agree Sportsground Committee to continue to operate with full delegated powers as per minutes of 1948
- b) To agree Sportsground Committee Terms of Reference

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

- a) FP32 closure – bridge repair
- b) County Broadband installation
- c) S106 Contributions (BPAP 1) – ground matting
- d) Parish Council Foundation Award application
- e) Health and Wellbeing Plan
- f) Recording and use of Social media at Council meetings
- g) One Suffolk Website Accessibility update
- h) Alternatives to Glyphosate

**11. Rights of Way (BPAP 1)**

- a) To receive the Parish ROW Officer's Report and reference in particular to:
- b) Footpath 5, Footpath 30, FP1, 3 & 4, Byeway 25, Fingerpost requests
- c) Shirley Anglin PP3 Co-ordinator follow up on Scheme

**12. Audit and Finance Matters**

- a) To note External Auditor's report for 2019/20 Accounting Statement received with no matters arising
- b) To note Internal Audit Review scheduled for 12<sup>th</sup> October
- c) Finance & Budget monitoring report – circulated
- d) Bank reconciliation report and verifying bank statements – circulated/for signing
- e) To approve Standing Orders and Financial Regulations as per NALC recommendations
- f) To note Employment Briefing National Clerk's Salary Award implemented from 1<sup>st</sup> April 2020 – to discuss Clerk's request for a salary review

**13. Government Consultation Papers/Legal Topic Notes**

All the following documentations have been circulated and noted:  
NALC Checklist for holding an in-person council meeting  
L01-20 Local Authorities and Police Crime Panels Regulations 2020  
PC12-20 Transparency and Competition: Data and Land Control  
PC10-20 Changes to Current Planning System  
PC11-20 White Paper Planning for the Future

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

Clerk's report circulated

**15. Physical Risk Assessment Report – Cllr M Welch**

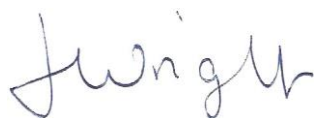
**16. Reports:** 1) Bures St. Mary PC – Cllr J Aries

- 2) Cemetery
- 3) Sportsground
- 4) Community Centre
- 5) Transport
- 6) Station Adopters
- 7) Tree Warden
- 8) Bures Primary School
- 9) Bures Common

**17. Brief information & exchange for next agenda items**

**18. Date of next meeting:** 2020: 16<sup>th</sup> November

2021: 18<sup>th</sup> January, 15<sup>th</sup> March, APM 22<sup>nd</sup> March (Joint)



**Mrs. Jenny Wright,**  
**Clerk to Bures Hamlet Parish Council**  
**6<sup>th</sup> September 2020**

