

Bures Hamlet Parish Council

Mrs J. Wright (Clerk)
38 The Paddocks
Bures CO8 5DF
Tel: 01787 227750
Email: Clerk@BuresHamlet-pc.gov-uk

Notice of Parish Council Meeting

The Press & Public are welcome to attend

Dear Member

You are hereby summoned to attend a Bures Hamlet Parish Council meeting on Monday 15th September 2025 at Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the **Bures Parish Action Plan 2024-25 (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. Colchester Road water meadows, iv. Rights of Way, v. Reduce pesticide and weed killer use, vi. Speeding traffic)
- 3. Community Assets, services and enterprise** (i. Recreation Ground, ii.. Lighting and pavements, iii. Bus shelter, iv. Public Transport)

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 14th July 2025 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 the Chair
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 Aries**

5. Police Matters

- a) To report on matters raised with Suffolk and Essex Community Policing Teams
- b) To note new Anti-Social Behaviour Website – Guidance and Support
- c) Speed Watch Scheme update

6. Highway Matters

- a) Parsonage Hill lighting follow up
- b) NEPP application to improve safety at Water Lane/Station Hill
- c) Flooding issues update
- d) Millennium footpath repair request
- e) Station Hill trees: update on pruning of trees and root repair
- f) Safer crossing point at Colchester Road – no new schemes being accepted

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: - **25/01941/HH No. 10 Water Lane**
25/01930/TPOCON No. 8 New Cut
- c) **Call for Sites:** to discuss BDC proposals for northern parishes
- d) **Colchester Road land:**
 - i) retrospective planning application 24/02650/FUL - approved
 - ii) riverbank area, fishing rights and bat willows
- e) **Jubilee Grove report:** Cllr Aries
- f) **Chambers Bus Depot Site:** current update
- g) **Plans to convert Wormingford farm to industrial site:** traffic implication

8. Finance Matters

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) To confirm implementation of Government Pay Award April 2025
- d) To confirm payment of 2nd half year precepts to SG and Cemetery

9. Audit Matters

- a) To note waiting on External Auditor's report for year ending 2024/25
- b) To note Internal Audit Review scheduled for 6th October at 6pm via Zoom

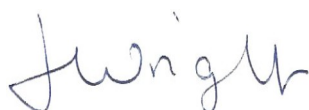
10. Policies for Review

Donations, Press & Media, Safeguarding, Recording at Meetings, Use of Social Media, Training, Biodiversity, Environment, Disciplinary, Privacy

11. Matters arising not elsewhere on the agenda

- a) Progress of a gov.uk website domain and emails
- b) Progress of upgrade of Information Board
- c) Bench for Millennium footpath
- d) Social housing tenant issues
- e) Garden issues at Lamarsh Hill
- f) To report on VJ event 15th August
- g) To report on hire of a seasonal trade waste bin
- h) Utility Aid follow up

- 12. Joint NHP and Joint Parish Plan**
a) Update on Joint NHP progress
b) Joint Parish Plan 2024-2025 – update – village magazine
- 13. Clerk's Report plus any correspondence received for action.**
See attached and Items for reporting and follow up:
National Grid – Norwich to Tilbury submits Development Consent Order
Open Letter from the Chair of NALC re future role of parish and town councils
- 14. Reports:** Councillors to acknowledge receipt and present questions by exception
a) Asset report – **Cllr Child**
b) Cemetery – minutes circulated
c) Sportsground (BPAP 3 i) – minutes circulated
d) Rights of Way – **FP 5 flooding – action taken**
e) Community Centre – minutes circulated
f) Primary School – school newsletter link circulated
g) Station Adopters
h) Tree Warden (BPAP 2 i) – see planning applications and decisions
i) Bures Common Land Trust
- 15. Brief information & exchange for next agenda items**
To note First Aid Training – MW
- 16. Rota for BSMPC meetings:**
2025: 25th September – Cllr Child, 27th November – Cllr Shackell
2026: 22nd January – Cllr Keeble-Fox, 26th March – Cllr Manning,
28th May – Cllr Welch
- 17. Date of next meeting:**
Tuesday 18th November 2025 at Bures Community Centre at 7.30pm
Future dates booked for 2026: 19th January, 16th March, APM 30th March,
AGM 18th May, 20th July, 21st September, 16th November



Mrs Jenny Wright
8th September 2025