

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 17th March 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 20th January 2025 to be approved and signed as a correct record (previously circulated)
- 4. Vacancy**
To note resignation of Cllr McAndrew
To consider any interests received and co-option to fill vacancy
- 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.
Mark Grimwood - Clarion Housing Homes Manager – Questions & Answers
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**

6. Police Matters

- a) To report on matters raised with Suffolk and Essex Community Policing Teams
- b) Parish Police Partnership Forum 31st March
- c) Speed Watch Scheme update

7. Highway Matters

a) LHP request updates:

- 1) Safer crossing point at Colchester Road
- 2) Extension of 30mph at Lamarsh Hill – validated but slow response
- 3) 40mph/30mph speed limit Henny Road

b) Other highway matters for reporting on:

- 1) NEPP application to improve pedestrian safety at Water Lane
- 2) Flooding issues Water Lane
- 3) Traffic congestion during village events – market signs
- 4) Bus shelter licences requirement on Highways land
- 5) Joint Parishes Working Group inaugural meeting 11th March
- 6) Repair of pothole on road bridge
- 7) Major road bridge repairs and proposed closure
- 8) Station Hill tree root repair

8. Planning

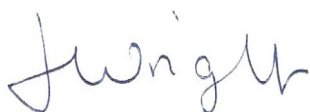
- a) To report on applications received and any decisions made since the previous meeting – see attached list.
- b) To consider a response to any applications received since the previous meeting requiring a response: **25/00278/HH Brook House, Colchester Road**
To consider a FP33 improvement design at Mount Bures junction with landowner
- c) **Colchester Road land sales:**
 - 1) To report on enforcement follow up and retrospective planning application
- d) **Jubilee Grove**
 - 1) Update and to report on dog incident
- e) **Ferriers Farm Barns** – current update
- f) **Chambers Bus Depot Site** - current update
- g) **BDC Local Plan Review** - Call for Sites update
- h) **National Grid Bramford** – update

9. Finance Matters

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) To consider donation requests
- d) To consider increasing insurance sums insured
- e) To report on findings regarding Joint Committee workings
- f) To note Lloyds Bank letter regarding instant access accounts
- g) To confirm Kate Sarley to run payroll 2025/26
- h) To note removal of online signatory actioned
- i) To note increase of £6 per annum on the One Suffolk website hosting package

- 10. Matters arising not elsewhere on the agenda**
- a) Bleed Kits – progress on project and to agree costs from S137 budget
 - b) Lighting issues at Lamarsh Hill bungalows
 - c) To promote raising awareness for parish council volunteering
 - d) To update on Joint event with RBL for WW2
 - e) To update on progress of gov.uk domain
 - f) To update on sign up with Utility Aid to gain an improved electricity supplier
- 11. Joint NHP and Joint Parish Plan**
- a) To agree forwarding the Reg 15 with additions to both District Councils
 - b) Joint Parish Plan 2024-2025 – update and to follow up on items
- 12. Clerk's Report plus any correspondence received for action.**
See attached and Items for reporting and follow up:
- a) Potential commercial property request for comments
 - b) To accept amended Grounds Maintenance contract for JPB Landscapes
 - c) To confirm BDC Street Scene Partnership Agreement 2025/26
- 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) Rights of Way
 - e) Community Centre – minutes circulated
 - f) Primary School – school newsletter circulated
 - 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. Date of next meeting: APM Monday 24th March to be held at Bures Community Centre, Nayland Road at 7.00pm**

Future meeting dates 2025: AGM Tuesday 6th May, 14th July,
15th September, 17th November



Mrs Jenny Wright, Parish Clerk,
10th March 2025