

Bures St Mary Parish Council

Clerk: Mrs J. Wright
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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 meeting of Bures St Mary Parish Council on Thursday 17th January 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. **Declarations of Interests & Dispensation Requests**
To receive any 'Pecuniary' or 'Non-pecuniary' interests and Dispensation requests
3. **Minutes of the Parish Council Meeting of 22nd November 2018 and the Joint Planning Committee Meeting of 7th January 2019 to be approved and signed as correct records (previously circulated)**
4. **Public Forum – 15 minutes maximum public participation**
3 minutes for individual contributions unless agreed by the 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.
5. **Police**
To note police reports and police meeting dates – circulated
To note on any issues raised with Suffolk Police Liaison Officer
6. **Highway Matters – JF (BPAP 6)**
 - a) White lining at High Street/Bridge Street/Church Square
 - b) Request for double lines at Cuckoo Hill
 - c) Issue of parking at corner of High Street/Sudbury Road
 - d) Unofficial school crossing point
 - e) Planned works to Bures Bridge & Millennium Footbridge
 - f) To report on response to parking at No. 25 Nayland Road
 - g) Hedge cutting along Sudbury Road

7. Planning – LP

- 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- DC/19/00042 Buckfield House
- c) To report on the following:
 - Appeals Notice APP/D3505/W/18/3215428 - Land at Cuckoo Hill
 - Lawful Development Certificates – Land at Cuckoo Hill
 - Pavement repair leading to development at Cuckoo Hill
 - Appeals Notice 18/00057/REF Land at Colchester Road
 - Land to rear of Cambridge Way
 - Revised garage site application
- d) To report on the following Enforcement Cases:
 - 17/00321/COU Knowle House (formerly Chambers Bus Yard)
 - FS85634818 Buck Field House
 - FS85633392 Field off Arger Fen Road

8. Bures Parish Action Plan Summary

To discuss follow up on Working Parties for:
Highway, Transport, Parking Issues, Street Lighting and Retail Facilities
To consider use of balance remaining on Action Plan account

9. Matters arising which do not appear elsewhere on the agenda

- a) Pikes Marsh estate (BPAP 3): **LP**
 - 1) BDC Lease 2) Management of open space 3) S106 contributions
- b) Joint Emergency Plan
- c) Data Protection
- d) Elections 2019 – to consider advertising and Casual Vacancy policy
- e) BSM Speed Watch Scheme/Speed Reduction signs (BPAP 6)
- f) Superfast Broadband issues (BPAP 2)
- g) Housing energy issues at Eves Orchard **LP**
- h) Grant application for Walks leaflets (BPAP 1)
- i) Christmas Lights Scheme (BPAP 2)
- j) Voice of the Councillor Briefing – Cllr Aries to report
- j) Audit of old style street lamps
- k) Parish Contractor works list – attached and items to agree
 - i) Litter at Sudbury Road/Nayland Road/Cuckoo Hill
 - ii) Cleaning/repair of signs in outer sections of the parish

10. Grounds Maintenance Contracts

- a) Street Cleansing Contract renewal 1st January 2019 via Babergh District Council
- b) Grounds Maintenance Contract renewal 1st March 2019 – to review/advertise

11. Finance

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation and verifying bank statements – circulated - for signing
- c) BDC Precept Request Form – for signing
- d) To accept Clerk's pay scales 2018-19 as per Employment Briefing E02-18

12. Government Consultation Papers/Legal Topic Notes

All the following documentations have been circulated and noted:

EALC Legal Update December 2018 & January 2019

HMRC Guidance Local Authorities & Similar Bodies (VAT Notice 749)

LTN 31 Local Council General Powers

LTN 9E Handling Complaints

LTN 38 Data Protection November 2018

S142 Local Government Act giving Power to donate to CAB

L09-18 Public Sector Bodies (Websites & Mobile Applications) Accessibility Regulations 2018

Information on Local Authority support with religious events

13. Correspondence

All the following correspondence has been circulated for information or follow up:

Information on proposals for a Bures Carnival Week – support requested

Electoral Register 2019 update

2018 Review of Polling Districts, Polling Stations and Polling Places

Details of Babergh publicly accessible database for CIL & S106 Contributions

Information on Babergh Building Control Team

AONB Monthly Updates November & December

14. Reports:

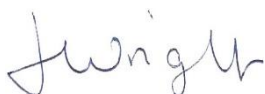
- a. Asset report – Cllr Jennie McCrory
- b. Bures Hamlet PC – Cllr Richard Butler
- c. Cemetery
- d. Sportsground (BPAP 3)
- e. Community Centre
- f. Rights of Way (BPAP 3)
- g. Transport (BPAP 3) – Station Adopters report
- h. Tree Warden (BPAP 1)
- i. SALC – SCC Budget Setting Briefing
- j. Primary School (BPAP 3)
- k. Bures Common (BPAP 3)

15. Brief information & exchange for next agenda items

16. Date of next meeting: 14th March 2019 (revised date) to be held at the Garrad Room, Bures Community Centre at 7.30pm

Future dates booked for 2019: Joint APM 18th March (revised date)

AGM 16th May, 18th July, 19th September



Mrs Jenny Wright, Clerk to Bures St Mary Parish Council, 11th January 2019

