

Bures Hamlet Parish Council

Mrs J. Wright (Clerk)
38 The Paddocks
Bures CO8 5DF
Tel: 01787 227750
Email: 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 AGM and Parish Council Meeting of Bures Hamlet on Monday 18th January 2021 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. Election of Chairman**
Elected Chairman to sign Chairman's Declaration of Acceptance of Office
- 2. Apologies for Absence** - To note specific reason if absent from meeting
- 3. Election of Other Officers**
Election of Vice-Chairman
Cemetery (3), Sportsground (4), Community Centre (1),
EALC & BALC (Chairman + Clerk), Tree Warden (1), Parish Rights of Way (1),
Planning (All)
Other Responsibilities: Transport, Emergency Co-ordinator (Clerk), First Aid Officer
Members for Working Parties: Highways & Parking, Retail, Street Lighting
- 4. Declarations of Interests & Dispensation Requests**
To receive any 'Pecuniary' or 'Non-pecuniary' interests and Dispensation requests
- 5. Minutes of the Parish Council Meeting of 16th November 2020 to be approved and signed as a correct record (previously circulated)**

- 6. 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.
- 7. Police**
- a) To report on any issues raised with Essex & Suffolk Community Policing Teams
 - b) To update on Bures Hamlet Speed Watch Scheme (BPAP 6)
 - c) To note Police newsletters circulated as received and available online
- 8. Highway Matters (BPAP 6)**
- a) Parking issues
 - 1) Parked cars at Bridge Street and repaint of yellow line
 - 2) Colchester Road
 - 3) Station carpark charges
 - b) Bridge Street/Station Hill potholes
 - c) Flooding issues
 - 1) Colchester Road/Bridge Street – ECC SWAS and jetting
 - 2) Mount Bures turning
 - 3) County Broadband underground cabling – Colne Road ditches/flooding
 - d) Report on Water Lane damaged pipe/potholes
 - e) Essex Wide Bus Shelter Project – registration of bus shelters
 - f) Station Hill footpath and tree roots
 - g) E54 crossing closure Inquiry
 - h) Crossing at Colchester Road
 - i) Gateway entrance signs
 - j) LHP requests submitted:
 - Bus stop at Mount Bures junction
 - Additional bollard at Millennium gateway
- 9. 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 and agree on any follow up:
 - 1) Garage site
 - 2) Land to rear of Cambridge Way – response from BDC
 - 3) Tenterfield site – adoption and lighting
 - d) Local Plan Section 1 update
- 10. Grounds Maintenance Contract**
Review of contract - termination date 31st March 2021
- 11. Bures Parish Action Plan (BPAP 4)**
Highway, Street Lighting, Retail Facilities Working Party reports
- a) Highway – entrance gates
 - b) Street Lighting – light at Parsonage Hill, upgrade of P3 The Paddocks footpath
 - c) Retail Facilities - Roses General Store update
 - d) Joint Plan review 2020/21
 - 1) Climate Emergency – Conference report
 - 2) Health & Wellbeing Plan

- 12. Items for update report and follow up as required**
 - a) Open Spaces Action Plan review
 - b) FP finger posts Locality Award
 - c) Normandie Way hedge
 - d) Volunteering initiative for grounds maintenance items
 - e) Parish Council Foundation Award update
 - f) Update on Pizza retailer at Essex Knowle
 - g) Alternatives to Glyphosate – contractor’s response to Foamstream
 - h) ‘Poo Fairies’ /dog issues initiative

- 13. Rights of Way (BPAP 1)**
 - a) To receive the Parish ROW Officer’s Report and reference in particular to:
 - 1) Footpath 5 – ECC diversion order withdrawal – Parish Council to respond
 - 2) Footpath 30 update
 - b) To note Planning Enforcement report on Ferriers Farm Barns
 - c) Shirley Anglin PP3 Co-ordinator follow up on Scheme

- 14. Audit and Finance Matters**
 - a) To report on Internal Audit Review meeting held on 23rd November
 - b) Finance & Budget monitoring report – circulated
 - c) Bank reconciliation report and verifying bank statements – circulated/for signing
 - d) To report on funding enquiry for FP32 closure costs
 - e) To note BDC precept request duly signed and presented
 - f) To note Band D Rate and percentage change

- 15. Clerk’s Report plus any correspondence received for action**

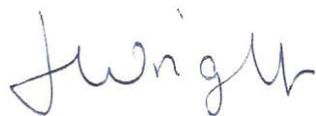
Clerk’s report circulated

- 16. Physical Risk Assessment Report – Cllr Deb Monk**

- 17. Reports:** 1) Bures St. Mary PC – Cllr Lee Norton
 - 2) Cemetery
 - 3) Sportsground
 - 4) Community Centre
 - 5) Transport
 - 6) Station Adopters
 - 7) Tree Warden
 - 8) Bures Primary School
 - 9) Bures Common

- 18. Brief information & exchange for next agenda items**

- 19. Date of next meeting:** Monday 15th March 2021 to be either held virtually or at The Garrad Room, Bures Community Centre, Nayland Road at 7.30pm
Future meetings booked 2021: APM 22nd March (Joint), AGM 17th May, 19th July, 13th September, 15th November



Mrs. Jenny Wright,
Clerk to Bures Hamlet Parish Council, 10th January 2021