

## Bures St Mary Parish Council

Clerk: Mrs Georgina Turner

Byndes Barn

Pebmarsh

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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 Parish Council Meeting of Bures St Mary on Thursday 19<sup>th</sup> September 2024 at Bures Community Centre (Committee Room), Nayland Road at 7.30pm.

This agenda makes reference to the **Bures Parish Action Plan 2022-23** (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. Rights of Way, iv. Reduce pesticide and weed killer use)

#### **3. Community Assets, services and enterprise**

(i. Recreation Ground, ii. Lighting and pavements, iii. Accessibility)

### 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 Annual Parish Council Meeting of 18<sup>th</sup> July 2024 to be approved and signed as a correct record (previously circulated)

#### **4. Co-option of new member**

- Welcome to new Councillor Jones
- To discuss any interests received and to agree co-option
- First aider

**5. 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 Hamlet Parish Council** representative to present their report – Cllr Keeble-Fox

## 6. Police

- a) To report on matters raised with Suffolk and Essex Community Policing Teams
  - ASB update
  - Mobile CCTV update
  - PSPO update
  - NHW
- b) Speed Watch Update

## 7. Highway Matters

- a) St Edmunds Lane – surface water outside Pilgrim’s Rest – JF
- b) St Edmunds Lane bank – verge cutting request, Apple Tree Mews disposal of garden waste, telephone pole, pothole repairs
- c) B1508 – Sudbury Road standing water Great Bevills – JF
- d) B1508 – Road bridge repairs/resurfacing – updated – JF
- e) B1508 – Reconsideration of primary lorry route – JF
- f) ANPR Scheme request for B1508 – update
- g) Wharf Lane
- h) High Street – UK Power
- i) Church Street and Nayland Road – Water leak
- j) Nayland Road – Parking and yellow lines
- k) Parishioners letter – Crossing points, village speed limit, lorry route etc.

## 8. National Grid Bramford to Twinstead – Update – TF

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

- a) Bus shelter update
  - Grant application
  - Noticeboard from old bus shelter salvaged
- b) Management of SID
- c) Governors’ Hub – TF
- d) Parish Contractors works list - Circulated (BPAP 2iv)
- e) EV Plug-in application – GJ
- f) Joint Parish Council Magazine Update – TF
- g) Bures Sportsground Food Vans - White Gold and Brittens Bites
- h) VE Day – May 2025
- i) NALC Survey re: proposed changes to the NPPF

## 10. Planning

- a) To report on applications received and any decisions made since the previous planning committee meeting – see attached list
- b) To consider a response to any applications received since the previous planning committee meeting:
  - DC/24/03886 5 Apple Tree Mews, Cuckoo Hill, Bures St Mary, Bures Suffolk CO8 5HX – Householder Application - Erection of single storey link extension
- c) Cuckoo Hill – Entrance to Apple Tree Mews resurfacing of entrance and drain (IR)
- d) To report and follow up as required:
  - Chambers Bus Depot/Knowle House
  - Ferriers Farm Barns

- Colchester Road Land Sales:
- 1. Water Meadows - GJ
- 2. Sales of plots – GJ

**11. Bures Neighbourhood Plan – GJ**

**12. Bures Parish Action Plan 2022-23 – review and agree new actions**

**13. Audit Matters**

- a) Internal Audit Update– BB engagement letter
- c) External Audit Update – PKF query
- d) Additional policies to agree
  - Donations/Grant Policy
  - Training Policy
  - Environmental Policy

**14. Insurance – Renewal**

**15. Finance Matters**

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) To report on progress of change of bank address
- d) Clerk/RFO Sportsground Committee appraisal – Protocol & Policy

**16. Correspondence**

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

News from National Landscapes

ECC adopts new Waste Strategy for Essex

July 2024 Constables County

Essex & Suffolk DaRT and Arrow Taxis

Call for land summit

Town and Parish update from Babergh District Council - August 2024

ECC Highways Highlights June 24

The Essex Community Initiatives Fund (CIF)

SLCC Weekly News Digest – 05.08.2024

Riparian Woodland Management

Public consultation launch: Essex Transport Strategy

Letter from Chief Constable - 9th August 2024

Babergh and Mid Suffolk Joint Local Plan Part 2 Sustainability Appraisal Scoping Report Consultation and Proposed Approach to the Strategic Housing Land Availability Assessment Consultation

Suffolk Police and Crime Panel 2023/24 Annual Report

**17. Reports:** Cllrs to acknowledge receipt and present questions by exception

- a) Asset report – Cllr Aries
- b) Sportsground (BPAP 3 I) – Minutes circulated in advance
- c) Community Centre – Minutes circulated in advance
- d) Cemetery – Meeting Monday 9<sup>th</sup> September
- e) Jubilee Grove/Transition Group Report – KJ
- f) Station Adopters – September Report

- g) Rights of Way (BPAP 2 ii)
- h) Tree Warden (BPAP 2 i) – see planning applications and decisions
- i) Primary School – TF
- j) Joint Emergency Plan - Update

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

- BSMPC representatives for BH meeting on Monday 30<sup>th</sup> September and 18<sup>th</sup> November 2024
- BH Representative for BSMPC meeting on 21<sup>st</sup> November 2024 – Cllr Chambers
- Clerk Holiday – November 2024

**19. Date of next meeting:** Thursday 21<sup>st</sup> November 2024 to be held at Bures Community Centre, Nayland Road at 7.30pm

Future meeting dates agreed: 16<sup>th</sup> January 2025, 20<sup>th</sup> March 2025, 16<sup>th</sup> May 2025

*Georgie Turner*

Mrs Georgie Turner  
Clerk to Bures St Mary Parish Council  
12<sup>th</sup> September 2024