

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 18th November 2024 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 30th September 2024 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 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.
Bures St Mary Parish Council representative to present their report – **Cllr Jones**
- 5. Police Matters**
 - a)** To report on matters raised with Suffolk and Essex Community Policing Teams
 - b)** Speed Watch Scheme update

6. Highway Matters

- a) To consider a LHP request for a safer crossing point at Colchester Road
- b) NEPP to improve pedestrian safety at Water Lane - update
- c) Flooding issues Water Lane – update
- d) Joint Parishes WP on Local Planning and Traffic concerns - update
- e) To discuss residents concerns re traffic congestion during village events
- f) To discuss proposal for joint utilisation of BSM SID
- g) Bus shelter licences requirement on Highways land
- h) Proposal for fairer charges at Bures Station - update
- i) LHP request for extension of 30mph at Lamarsh Hill - update
- j) LHP request for 40mph/30mph speed limit Henny Road - update
- k) Bridge Street resurfacing and Station Hill tree root repair - update

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 – 24/02278/HH Mayflower, 24/02307/TPOCON 44 The Paddocks , 24/02408/TPOCON No. 19A Station Hill
- c) **Colchester Road land sales:**
 - i) To report on Enforcement findings and Article 4 follow up
- d) **Jubilee Grove**
 - i) Update from Transition Group
 - ii) To report on project for hedgehog houses, plants for butterflies and bees
 - iii) To report on CIF application for accessibility path
- e) **FP1, 3 & 4:** To agree to continue follow up on these footpaths
- f) **Ferriers Farm Barns** – current update
- g) **Chambers Bus Depot Site** - current update
- h) **BDC Local Plan Review** - Call for Sites update and follow up with Rural Housing
- i) **National Grid Bramford** – update

8. Matters arising not elsewhere on the agenda

- a) Potential Open Spaces Improvement 2025/26 – to review
- b) Bleed Kits - update
- c) To discuss BDC Food Waste Collections letter
- d) Floral boat display - update
- e) Normandie Way playarea hedge cutting and review of JPB Landscapes contract
- f) Issues at Lamarsh Hill bungalows – vegetation and lighting
- g) To discuss raising awareness for parish council volunteering

9. Budget

To approve presented 3 year draft budget 2025-28

10. Audit Matters

- a) External Auditor's report for year end 2023-24 and matters raised
- b) To report on the Internal Audit Review meeting of 7th October
- c) To confirm BB Business Associates Engagement Letter duly signed

11. Finance Matters

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) To confirm Clerk's Local Government 2024/25 pay rise
- d) To discuss changes to Lloyds Community Account – advisory letter
- e) To update on sign up with Utility Aid to gain an improved electricity supplier
- f) To note implications of N.I. Secondary Threshold
- g) To note Business Banking Resolution Service Is closing

12. Policies for Review

Press and Media

New duty for Employers to prevent sexual harassment in the workplace

13. Joint NHP and Joint Parish Plan

- a) Update on progress of Bures Joint Draft NHP
- b) Joint Parish Plan 2024-2025
 - i) To approve final draft plan
 - ii) Items being followed up – website/facebook and parish magazine improvements, bi-monthly snippet page

14. Clerk's Report plus any correspondence received for action.

See attached and Items for reporting and follow up:

Bleed Kits

Floral display boat

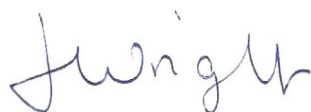
Station Hill garden

15. Reports: Councillors to acknowledge receipt and present questions by exception

- a) Asset report – **Cllr Manning**
- b) Cemetery – minutes circulated
- c) Sportsground (BPAP 3 i) – minutes circulated
- d) Community Centre – minutes circulated
- e) Rights of Way (BPAP 2 iii)
- f) Primary School
- g) Station Adopters
- h) Transport
- i) Tree Warden (BPAP 2 i) – see planning applications and decisions
- j) Bures Common Land Trust

16. Brief information & exchange for next agenda items

- 17. Date of next meeting:** Monday 20th January 2025 to be held at
Bures Community Centre, Nayland Road at 7.30pm
Future meeting dates 2025: 17th March, APM 24th March, AGM 19th May



Mrs Jenny Wright, Parish Clerk,
11th November 2024