

# 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 20<sup>th</sup> September 2018 at Bures Primary School, Main Hall, 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 Extraordinary Parish Council Meeting of 6<sup>th</sup> September 2018 and the Joint Planning Committee Meeting of 6<sup>th</sup> September 2018 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 report on response from the Chief Constable - reduction of PCSO workforce  
To note police reports and police meeting dates – circulated  
To note on any issues raised with Suffolk Police Liaison Officer
6. **Highway Matters - JF**
  - a) High Street traffic calming (BPAP 6)
  - b) Unofficial school crossing point (BPAP 6)
  - c) Adoption of The Waldegraves
  - d) Works to Bures Bridge

- e) Damaged signs in parish
- f) SCC introduction of CPE powers in Suffolk
- g) Grit bin process review and removal of grit heaps
- h) SCC Community Self Help Scheme
- i) Speeding and parking issues (BPAP 6)

**7. Matters arising which do not appear elsewhere on the agenda**

- a) Pikes Marsh estate management, open space and play area (BPAP 3): **LP**
  - 1) BDC Lease
  - 2) Formal agreement of transfer of play equipment and management of play area to Bures Joint Sportsground Committee
  - 3) Management of open space
  - 4) Play equipment & S106 contributions
  - 5) Ditch and path maintenance
- b) Joint Emergency Plan
- c) Meeting venue issues
- d) Website
- e) Suffolk Speed Watch Scheme (BPAP 6)
- f) Babergh Electoral Review
- g) War memorial repairs
- h) To report on Parish Contractor works – see attached list
- i) Audit of old style street lamps

**8. Planning - LP**

- a) All applications received and comments made – see attached list (BPAP 1)
- b) To report and respond to any planning applications received since the last meeting - No. 13 Nayland Road concerns
- c) To update on Refusal of Application DC/18/00929 Cuckoo Hill and follow up on any enforcement recommendations
- d) To report on letter sent to BTMK Solicitors Ltd.
- e) To report on Enforcement Officer's site inspection of Knowle House (formerly Chambers Bus Yard)
- f) To update on Appeal Notice 18/00057/REF Land East of Colchester Road, joint response sent to Inspector and Vision Statement from Gladman
- g) To update on revised planning application for garage site at Colchester Road
- h) To update on Planning Enforcement FS85634818 Buck Field House
- i) To update on Planning Enforcement FS85633392 Field off Arger Fen Road
- j) To discuss options for Planning Training for the Parish Council

**9. Data Protection**

To update on information received to date and progress of management of the personal data held

**10. Bures Parish Action Plan**

To report on member allocation to take actions on plan forward

To report on advertising and BPAP Summary leaflet

To report on Housing Needs Statistics and follow up on a Housing Survey

## **11. Finance**

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation and verifying bank statements – circulated - for signing
- c) To consider Insurance Renewal from Came & Company
- d) To report on BMF grant to Christmas Lights Fund
- e) To consider finance for publication of a Bures Walks Booklet
- f) To consider finance for speed warning signs at Sudbury Road
- g) To consider contributing towards cost of Tommy figure at war memorial

## **12. Audit Matters**

- a) To note External Auditors approval of 2017/18 accounting statements received with no matters arising
- b) To note Internal Audit Review meeting arranged for 3<sup>rd</sup> October  
- Cllr McCrory, Cllr Saer, Clerk and Internal Auditor to attend
- c) To approve amended Standing Orders in line with NALC recommendations
- d) To agree Minor Works Preferred Builders compiled list

## **13. Government Consultation Papers/Legal Topic Notes**

All the following documentations have been circulated and noted:  
Government Consultation: Independent review of planning appeal inquiries,  
call for evidence  
EALC Legal Update No. 5 August & 6 September Editions

## **14. Correspondence**

All the following correspondence has been circulated for information and follow up:  
Notification of Designation of Little Cornard NP Area  
Gambling Act 2005 Local Policy (2016-2019) Consultation  
AONB July & August updates

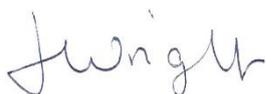
## **15. Reports:**

- a. Asset report – Cllr Tim Fairbairn
- b. Bures Hamlet PC – Cllr Alan Crowe
- c. Cemetery
- d. Sportsground (BPAP 3)
- e. Community Centre
- f. Rights of Way (BPAP 3)
- g. Transport (BPAP 3)
- h. Tree Warden (BPAP 1)
- i. SALC
- j. Primary School (BPAP 3)
- k. Bures Common (BPAP 3)

## **16. Brief information & exchange for next agenda items**

## **17. Date of next meeting:** 22<sup>nd</sup> November 2018 to be held at the Garrad Room, Bures Community Centre at 7.30pm

Future dates booked for 2019: 17<sup>th</sup> January, 21<sup>st</sup> March, Joint APM 28<sup>th</sup> March,  
AGM 16<sup>th</sup> May, 18<sup>th</sup> July, 19<sup>th</sup> September



**Mrs Jenny Wright**

**Clerk to Bures St Mary Parish Council, 12<sup>th</sup> September 2018**

