

Notice of Bures St Mary Parish Council Meeting

The Press & Public are welcome to attend

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Dear Member,

You are summoned to attend the Parish Council Meeting of Bures St Mary on Thursday 22nd January 2026 at Bures Community Centre (Garrad Room), Nayland Road at 7.30pm.

This agenda makes reference to the **Draft Bures Parish Action Plan 2025-26** (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 vi. Speeding traffic)

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 ‘Nonpecuniary’ interests and Dispensation requests

3. Minutes - Minutes of the Parish Council Meeting of 25th September 2025 to be approved and signed as a correct record (previously circulated)

4. Co-option of new members – To discuss any interests received and to agree co-option

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
- b) To note PCC Tim Passmore’s request for an increase in the Police precept of £15.

7. Highway Matters

- a) Joint Parishes Highways Working Party (Wormingford, Fordham etc) update

22nd January 2026

- b) ANPR for B1508 – update
- c) Alleyway from Eves Orchard/Pikes Marsh to Nayland Road request for dropped kerb- **JF**
- d) Request for grit bins for Arger Fen.
- e) St Edmunds Lane – potholes reported on Suffolk reporting tool **JF**

8. Bramford to Twinstead Reinforcement

- a) Update

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

- a) Bus shelter – update
- b) Parish Contractors works list - Circulated (BPAP 2iv)
 - Noticeboard update
- c) EV Suffolk Plug-in application – Update
- d) Issues raised by residents – overhanging hedge Nayland Road
- e) Joint Parish Council Magazine and bi-monthly snippets- February 10th deadline for March issue
- f) Local Government Reorganisation -update
- g) Christmas Lights update
- h) Bures Post Office closure 2026
- i) Wind Whistle Ridge memorial bench
- j) Community Thermal Imaging Project- Keep the Heat Webinar 2025/26 and Warm Homes Grant
- k) Defibrillator replacement- update
- l) Community First Aid Training- update

10. Planning

- a) To report on applications received and any decisions made since the previous planning committee meeting – See Planning Appendix
- b) To note the response submitted to any applications received since the previous meeting:
See Planning Appendix
- c) To report and follow up as required:
 - Chambers Bus Depot/Knowle House Full Planning Committee 16/04/2025
 - Greenacres, Packards Lane, Wormingford Colchester Borough (Ref:251634)
 - Call for Sites – Babergh DC 9th January 2026 closing date (**IR**)

11. Finance Matters

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) To confirm and sign Babergh District Council precept forms as per agreed budget
- d) To note Tax rate 2025/26
- e) To confirm agreement of increase for HMRC management
- f) Receive the Finance Reports from the Joint Sportsground Committee and Joint Cemetery Authority (circulated)
- g) Village magazine request for contribution to publication costs
- h) To discuss the recruitment of the Parish Clerk/RFO

12. Audit

- a) To accept BB Business Associates Ltd increase of fees for 2025/26 internal audit
- b) Assertion 10 guidance for the remainder of Councillors' email addresses
- c) Councillor's Statement of Assurance – Councillor's understanding of obligations
- d) Review and adopt Press and Media Policy (circulated)

13. Bures Neighbourhood Plan & Bures Parish Action Plan

- a) Update on Joint NHP progress
- b) Draft Joint Parish Plan 2025-2026 – Update if required and to follow up on items (previously circulated)

14. Correspondence

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

Local Government Reorganisation updates

Bures Primary School Newsletters

NSIP and large-scale energy developments update

All the latest from your National Landscape

NALC/SALC News Bulletins

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

- a) Asset report – **22nd January** Cllr McCrory
- b) Sportsground (BPAP 3 i)
- c) Community Centre
- d) Cemetery
- e) Jubilee Grove/Transition Group Report (BPAP2ii)
- f) Station Adopters
- g) Rights of Way (BPAP 2 iv)
- h) Tree Warden (BPAP 2 i)
- i) Bures Common Land Trust

16. Brief information & exchange for next agenda items

- BSMPC representatives for BH meeting on 16th March- Cllr Jones
- BH Representative for BSMPC meeting March date tbc – Cllr Manning

17. Date of next meeting: March meeting will be held at Bures Community Centre, Nayland Road at 7.30pm. Date to be confirmed.

Future meeting dates 2026: 28th May, 23rd July, 24th September, 26th November

APM 30th March 2026

Mrs Jan Aries

Acting Clerk Bures St Mary Parish Council