

# 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 22<sup>nd</sup> November 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 Parish Council Meeting of 20<sup>th</sup> September 2018 and the Joint Planning Committee Meeting of 8<sup>th</sup> October 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 note police reports and police meeting dates – circulated  
To note on any issues raised with Suffolk Police Liaison Officer
6. **Highway Matters – JF (BPAP 6)**
  - a) High Street traffic calming
  - b) Unofficial school crossing point
  - c) Adoption of The Waldegraves
  - d) Request for disabled bay at Nayland Road
  - e) Request for designated bus waiting area at Bank House, Bridge Street
  - f) To consider parking at No. 25 Nayland Road when works commence
  - g) To report on damaged sign at Sudbury Road

**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) Management of open space
  - 3) S106 contributions
  - 4) Ditch, trees and path maintenance
- b) Bures Parish Action Plan Summary + Housing Statistics
- c) Joint Emergency Plan
- d) Christmas Lights Scheme (BPAP 2)
- e) Data Protection
- f) Future meetings venue
- g) BSM Speed Watch Scheme (BPAP 6)
- h) Grant application for Walks leaflets (BPAP 1)
- i) Parish winter gritting (BPAP 6)
- j) Superfast Broadband service for Smallbridge area (BPAP 2)
- k) Audit of old style street lamps
- l) To report on Parish Contractor works – see attached list

**8. Planning - LP**

- a) All applications received and comments made – see attached list (BPAP 1)
- b) To consider a response to any applications received since last planning committee meeting
- c) To report on Applications for Lawful Development Certificates – Cuckoo Hill
- d) To report on pavement repair at footpath leading to development at Cuckoo Hill
- e) To report on Planning Enforcement 17/00321/COU Knowle House (formerly Chambers Bus Yard)
- f) To update on Planning Enforcement FS85634818 Buck Field House
- g) To update on Planning Enforcement FS85633392 Field off Arger Fen Road
- h) To update on Appeal Notice 18/00057/REF Land at Colchester Road
- i) To update on revised application 18/01640/OUT Land at Colchester Road
- j) To update on revised planning application for garage site at Colchester Road
- k) To report on joint Planning Training for the Parish Councils

**9. Draft Budget**

To approve presented 3 year draft budget 2019/20 - 22

**10. Finance**

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation and verifying bank statements – circulated - for signing
- c) Follow up on S106 contributions for development at Cuckoo Hill – **LP**
- d) To consider costs of purchasing speed reduction signs
- e) To note Data Breach Cover not taken up with Came & Company
- f) Asset Insurance Breakdown details updated and circulated

**11. Audit Matters**

To report on Internal Audit Review meeting held on 3<sup>rd</sup> October

**12. Government Consultation Papers/Legal Topic Notes**

All the following documentations have been circulated and noted:

NALC – LTN 8 Elections – Clerk to attend EALC Election training event November

EALC – Legal Update Issue No. 7 October

**13. Correspondence**

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

Yellow Fish Campaign – to consider initiative to improve local watercourses

Report on village purchase of Tommy figure and centenary events

Public Sector Bodies (Websites & Mobile Applications Accessibility Regulations 2018

AONB Planning in a Designated Landscape: Guides, Rules & Tools

– Cllr Jackson, Cllr Lee and Clerk to attend

Draft BMSDC Homes Strategy 2019-2024 Consultation

Draft BMSDC Homelessness Reduction Strategy 2019-2024

AONB September & October Monthly updates

**14. Reports:**

a. Asset report – Cllr Gill Jackson

b. Bures Hamlet PC – Cllr Michael Welch

c. Cemetery

d. Sportsground (BPAP 3)

e. Community Centre – improved signage request

f. Rights of Way (BPAP 3)

g. Transport (BPAP 3)

h. Tree Warden (BPAP 1)

i. SALC – Cllr Aries to attend The Voice of the Councillor event

j. Primary School (BPAP 3)

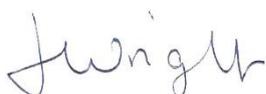
k. Bures Common (BPAP 3)

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

**16. Date of next meeting:** 17<sup>th</sup> January 2019 at 7.30pm – Venue to be agreed

Future dates booked for 2019: 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> November 2018**

