

**Bures St Mary Parish Council Meeting
Thursday 21st November 2024
at Bures Community Centre Nayland Road at 7.30pm**

Dear Member

You are hereby summoned to attend the Parish Council Meeting of Bures St Mary on Thursday 21st November 2024 at Bures Community Centre (Garrad 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 19th September 2024 to be approved and signed as a correct record (previously circulated)

4. Co-option of new member

- Welcome to new Councillor Giles
- To discuss any interests received and to agree co-option
- Bures Sportsground Committee members

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 Chambers

6. Police

a) To report on matters raised with Suffolk and Essex Community Policing Teams

- PC Brendan Mckenna starting 18th November

b) Speed Watch Update

7. Highway Matters

a) St Edmunds Lane – surface water outside Pilgrim's Rest – JF

b) St Edmunds Lane bank – Clearance

c) B1508 – Sudbury Road standing water Great Bevills – JF

- d) B1508 – Road bridge repairs/resurfacing – JF
- e) B1508 – Reconsideration of primary lorry route - Traffic survey, articulated lorry evidence - JF
- f) ANPR for B1508 – update
- g) High Street – UK Power – Update on next closure
- h) Church Street and Nayland Road – Water leak
- i) Nayland Road – Parking and yellow lines
- j) Bures Road, Nayland with Wissington - gritting of secondary route - JF
- k) St Edmunds Hill – Water leak
- l) The Croft – damaged road sign, damaged dog bin post

8. National Grid Bramford to Twinstead – Update – TF

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

- a) Bus shelter update - Grant applications
- b) Management of SID - Sudbury Town Council
- c) Parish Contractors works list - Circulated (BPAP 2iv)
 - Resignations
 - Service contract tenders
- d) EV Plug-in application – GJ
- e) Joint Parish Council Magazine and bi-monthly snippets – TF
- f) Bures Sportsground Food Vans - White Gold and Brittens Bites
- g) VE Day – May 2025
- h) Clerk's Appraisal – Completed
- i) Christmas lights event
- j) Remembrance Day Service 2024
- k) Bleed kits and cabinets – Update
- l) Remote meetings -
- m) Copper Beech Tree, Nayland Road
- n) 26 Claypits Ave
- o) Memory Bench – Anne Underhill
- p) Central Stores, Bridge Street – Update on possible licence application

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/24/04905 3 Apple Tree Mews Cuckoo Hill CO8 5HX** - Householder Application - Erection of a single storey rear extension, insertion of rear dormer window and conservation roof light in conjunction with loft conversion – Comments by 02.12.24
 - DC/24/04952 Beech House The Croft CO8 5JB** – Application to Works to Trees in a Conservation Area – Comments by 02.12.24
 - DC/24/04946 Church House 2 Church Square CO8 5BS** – Application for Works to Trees in a Conservation Area – Comments by 02.12.24
- c) Cuckoo Hill – Entrance to Apple Tree Mews update
- 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 & Bures Parish Action Plan

- a) Update on progress of Bures Joint Draft NHP
- b) Joint Parish Plan 2024-2025
 - To approve final draft plan
 - Items being followed up

12. 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) To note Business Banking Resolution Service Is closing
- e) To confirm NALC Salary Pay Agreement 2024-25
- f) To note implications of N.I. Secondary Threshold
- g) Draft Budget – To approve 3-year draft budget 2025-26

13. Audit Matters

- a) Internal Audit Update
 - To report on Internal Audit Review Meeting – October 2024
- b) External Audit Update – PKF Engagement Letter
- c) Additional policies to agree
 - Social Media Policy
 - Policy for Recording and Use of social media at council meetings
 - Press and Media Policy

14. Correspondence

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

ECC - Essex Highways rolls out faster and greener way to repair roads using old lorry tyres

EALC News e-Bulletin- Week Commencing 4th November 2024

ERO Newsletter September 2024

EP Passenger Interest Group meeting 11.09.24 – Minutes

Accessibility and GDPR Compliance: Essential Information for Councils

ECC Highway Highlights July-August 24

Earls Colne Neighbourhood Plan Consultation and Planning Policy Updates

Local Nature Partnership Newsletter

Babergh District Council Community Grants

Bramford to Twinstead Reinforcement: contractor familiarisation works

Suffolk Highways - Updates October 2024

News from National Landscapes

Town and Parish update from Babergh District Council – October & November 2024

The Essex Community Initiatives Fund (CIF)

SLCC Weekly News Digest – 23.09.2024

Gambling Act 2005 Babergh & Mid Suffolk Statement of Principles Consultation

Lithium-ion Batteries Campaign Update

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

- a)** Asset report – Cllr Fairbairn (16th January 2025 – Cllr Jones, 20th March 2025 – Cllr Giles)
- b)** Sportsground (BPAP 3 i) – Minutes circulated
- c)** Community Centre – Minutes circulated
- d)** Cemetery – Draft Minutes from 09.09.24
- e)** Jubilee Grove/Transition Group Report
- f)** Station Adopters – November 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

16. Brief information & exchange for next agenda items

- BSMPC representatives for BH meeting on Monday 20th January 2025 – Cllr McCrory
- BH Representative for BSMPC meeting on 16th January 2025 – Cllr Manning

17. Date of next meeting: Thursday 23rd January 2025 to be held at Bures Community Centre, Nayland Road at 7.30pm

Future meeting dates agreed: 20th March 2025, APM 24th March, AGM 22nd May 2025
(Please note the meetings are normally on the 3rd Thursday of the month. On occasion, these fall on 4th Thursday of the month as follow the BH meeting on the 3rd Monday of the month.)

Georgie Turner

Mrs Georgie Turner

Clerk to Bures St Mary Parish Council

13th November 2024

(Revised on 16th November 2024)