

# Notice of Bures St Mary Parish Council Meeting

## The Press & Public are welcome to attend

Dear Member

You are hereby requested to attend the Parish Council Meeting of Bures St Mary on Thursday 24<sup>th</sup> July 2025 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 Annual Parish Council Meeting of 22<sup>nd</sup> May 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 Elder**

### **6. Police**

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

b) To confirm Suffolk SpeedWatch team now disbanded and equipment to be returned

### **7. Highway Matters**

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

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

c) ANPR for B1508 – update

d) Alleyway from Eves Orchard/Pikes Marsh to Nayland Road request for dropped kerb- **JF**

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

- a) Bus shelter - Update
- b) Management of SID – Update
- c) Parish Contractors works list - Circulated (BPAP 2iv)
  - Bin relocation update
  - Commercial waste bins (Carpark)
  - Noticeboard update
- d) EV Plug-in application – Update
- e) Joint Parish Council Magazine and bi-monthly snippets
- f) Bleed Control kits- update
- g) Proposal to proceed with a gov.uk domain
- h) Apple Tree Mews signage request- awaiting installation
- i) J.S. Wright Willow Plantation Little Cornard- ‘no PROW’ acknowledgement request
- j) APPG (All Party Parliamentary Group) Survey about protection of green lanes
- k) Bures Music Festival - loan of lights
- l) To report on VJ event 15<sup>th</sup> August -**Cllr Elder**

## **9. 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 meeting requiring a response:
  - DC/25/03165 – Bures House Nayland Road Tree Works Comment by 6<sup>th</sup> August**
  - DC /25/03137 Apsley House, High Street Tree Works Comment by 6<sup>th</sup> August**
  - DC/25/02527 - 1 Over Hall Cottages Arger Fen**Householder Application - Erection of a two-storey side extension and single storey rear extension. Single storey detached cart-lodge/outbuilding **Comment by 29<sup>th</sup> July**
- c) To report and follow up as required:
  - Chambers Bus Depot/Knowle House Full Planning Committee 16/04/2025
  - Central Stores - Update
  - Bures Hamlet allocated sites update

## **10. Finance Matters**

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) Receive the Finance Reports from the Joint Sportsground Committee and Joint Cemetery Authority (circulated)
- d) To budget for bleed control kit ongoing costs

## **11. Audit**

- a) To note waiting on External Auditor’s report for year ending 2024/25
- b) To note Internal Audit Review scheduled for 6<sup>th</sup> October via Zoom JA/JMcC
- c) To adopt a Safeguarding Policy
- d) To adopt a revised Data Protection and Information Technology Management Policy
- e) CIL - £3428.60 – to confirm deadline by when to be spent
- f) To note Gallagher insurance Pre-renewal Questionnaire submitted (renewal 1<sup>st</sup> October)

## **12. Bures Neighbourhood Plan & Bures Parish Action Plan**

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

## **13. Correspondence**

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

Bures Primary School Newsletters

Proposed Revised Community Infrastructure Levy (CIL) Charging Schedules – Babergh and Mid Suffolk District Councils – six-week consultation 28th May to 9th July 2025

Babergh Community Governance Review 2025 – submission of requests 27<sup>th</sup> October – 7<sup>th</sup> November 2025

Babergh and Mid Suffolk Licencing Policy – consultation 30<sup>th</sup> May- 11<sup>th</sup> July 2025

NSIP and large-scale energy developments update June 2025

SALC Council and Community Action -climate action pilot survey June 2025

Babergh Area Forums 24<sup>th</sup>/26<sup>th</sup> June 2025

Suffolk's Nature Recovery Consultation -11<sup>th</sup> June 2025 closing date

All the latest from your National Landscape

Action with Communities in Rural England (ACRE) Survey on Flood Resilience 29<sup>th</sup> August

Campaign to Protect Rural England – Planning Infrastructure Bill

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

a) Asset report – 24<sup>th</sup> July 2025 – Cllr Aries (September 2025- Cllr Norton)

b) Sportsground (BPAP 3 i)

c) Community Centre

d) Cemetery – 9<sup>th</sup> June -Draft Minutes

e) Jubilee Grove/Transition Group Report (BPAP2ii)

f) Station Adopters

g) Rights of Way (BPAP 2 iv)

h) Tree Warden (BPAP 2 i) – see planning applications and decisions

i) Bures Common Land Trust

j) Bures Hamlet Transport Report (circulated)

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

- BSMPC representatives for BH meeting on 15<sup>th</sup> September 2025 – **Cllr Giles**

- BH Representative for BSMPC meeting on 25<sup>th</sup> September 2025 - **TBC**

**20. Date of next meeting:** Thursday 25<sup>th</sup> September 2025 to be held at Bures Community Centre, Nayland Road at 7.30pm

Future meeting dates: 27<sup>th</sup> November 2025, 22<sup>nd</sup> January 2026, 26<sup>th</sup> March 2026

Mrs Jan Aries

Chair Bures St Mary Parish Council