

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 Parish Council Meeting of Bures St Mary on Thursday 28th July 2022 at Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the **Bures Parish Action Plan 2021** (BPAP)

1. Community spirit and communication (i. Mental Health and Well-being, ii.COVID-19, iii. Parish Council communication with residents)

2. Environment (i. Hedge and tree planting, ii. Rights of Way, iii. Link with Bures Transition Group, iv. Speeding/Road safety, v. Parking, vi. Climate and Nature Actions, vii. Empty Property eyesores, viii. Extension to AONB, ix. Flooding issues)

3. Community Assets, services and enterprise (i. Recreation Ground, ii. Cemetery, iii. Facilities for visitors, iv. Lighting and pavements, v. Retail and business facilities, vi. Superfast broadband)

4. Neighbourhood Plan

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
Members to confirm review of their Register of Interests to BDC
3. **Minutes**
Minutes of the Annual Parish Council Meeting of 19th May 2022 and the Extraordinary Meeting of 29th June 2022 to be approved and signed as correct records (previously circulated)
4. **Parish Council Vacancy**
To consider Interests received
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.

- 6. Police**
 - a) To report on any issues raised with Suffolk and Essex Community Policing Teams
 - b) BSM Speed Watch Scheme update (BPAP 2 iv)

- 7. Highway Matters – JF**
 - a) St Edmunds Lane surface water/pothole repairs (BPAP 2 ix)
 - b) Lorry Route Map Review in Suffolk (BPAP 2 iv)
 - c) Review of parish footpath cutting schedule for 2022 (BPAP 2 ii)
 - d) Quiet Lanes update (BPAP 2 iv)
 - e) Smallbridge area poor Broadband coverage (BPAP 3 vi)
 - f) Reinstatement of dropped kerb at Scout Hut
 - g) Extended bus parking
 - h) SCC Busy footway clearance budget

- 8. National Grid Bramford to Twinstead**

To update - JF

- 9. Matters arising which do not appear elsewhere on the agenda**
 - a) Recognition of Cllr Jackson's long service as Chair
 - b) Update on garages and off road parking BPAP 3 v) - MB
 - c) Update on Queen's Jubilee event
 - d) Update on Seasonal Rangers and part-time support to stem ASB
 - e) Parish Trees, Hedgerows and Wildflowers Scheme
 - e) Wildlife Friendly Villages -tour of Flatford Wildlife Garden
 - f) Village gateway sign Sudbury Road
 - g) Weedspraying and weed clearance
 - h) Parish Contractor works list - circulated –
 - 1) To increase Street cleansing hours
 - 2) Pikes Marsh ditch area walkboards

- 10. Joint Bures Neighbourhood Plan (BPAP 4)**
 - a) To update on progress of the NHP
 - b) To report on grant applications
 - c) To accept Steering Group and Wider Team meeting minutes

- 11. Joint Parish Plan 2021-2022**
 - a) To report on progress of Bures in Bloom initiative
 - b) To report on Bures Climate Change initiative BPAP 2 vi)
 - c) To update Resident Welcome packs/ GNS (BPAP 1 iii)
 - d) Health & Wellbeing (BPAP 1 I) - 1) Plan 2) Cycle racks
 - e) Joint parish council magazine

12. 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:
- c) Chamber bus depot site
- d) Plots 5 & 6 Cuckoo Hill
- e) To report on the following:
 - Jubilee Grove (BPAP 2 iii)
 - Buildings at Risk Register – barns at Over Hall

13. Audit and Finance Matters

- a) To note waiting on External Auditors report for 2021/22 Accounting Statement
- b) To note Internal Audit Review provisionally booked 3rd or 10th October
- c) Finance & Budget monitoring report – circulated
- d) Bank reconciliation report and verifying bank statements – circulated/for signing
- e) To discuss outsourcing HMRC programme
- f) To consider quotation for upgrade of telephone kiosk
- g) To note 2021-22 CIL Reporting form submitted to BDC
- h) To note Asset Register updated
- i) Policy for recording and social media at meetings

14. Correspondence

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

- BDC Parking Strategy survey
- Thermal Imaging Camera Project Survey
- UK Shared Prosperity Fund Survey – Cllr Fairbairn to report
- Suffolk Constabulary Road Safety Conference – Cllr Aries to attend
- Letter from J S Wright & Sons Ltd regarding the Willow Plantation
- Planning newsletter – Nutrient Neutrality & Habitats Regulations Assessment
- Formal Adoption of the Little Cornard NHP
- Prevent Elected Members Handbook in response to threat to terrorism

15. Reports:

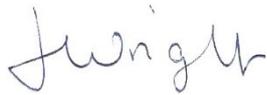
- a. Asset report – Cllr Pentney
- b. Bures Hamlet PC – Cllr Welch
- c. Cemetery
- d. Sportsground (BPAP 3 i)
- e. Community Centre
- f. Rights of Way (BPAP 2 ii)
- g. Transport – Station Adopters
- h. Tree Warden (BPAP 2 i)
- i. SALC – Area Forum report
- j. Primary School
- k. Bures Common

16. Brief information & exchange for next agenda items

17. Date of next meeting: Thursday 22nd September to be held at Bures Community Centre, Nayland Road at 7.30pm

Future meetings 2022: 17th November

Future meetings 2023: 19th January, 23rd March, Joint APM – TBA,
AGM 18th May, 20th July, 21st September



Mrs Jenny Wright
Clerk to Bures St Mary Parish Council
20th July 2022