

# 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 29<sup>th</sup> September 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 Parish Council Meeting of 28<sup>th</sup> July 2022 to be approved and signed as a correct record (previously circulated)
4. **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.

- 5. Police**
  - a) To report on matters raised with Suffolk and Essex Community Policing Teams
  - b) To consider residents offer of Security Patrol Service
  - c) BSM Speed Watch Scheme update (BPAP 2 iv)
  
- 6. Highway Matters – JF**
  - a) St Edmunds Lane surface water/pothole repairs (BPAP 2 ix)
  - b) Lorry Route Map Review -BSMPC response & bridge weight limit (BPAP 2 iv)
  - c) Review of parish footpath cutting schedule for 2022 (BPAP 2 ii)
  - d) Quiet Lanes update (BPAP 2 iv)
  - e) Nayland Road 30mph speed limit extension
  - f) Smallbridge area poor Broadband coverage (BPAP 3 vi)
  - g) Reinstatement of dropped kerb at Scout Hut
  - h) Resealing of road/bridge pavement
  - i) Bus waiting at Bridge Street/Colchester Road
  
- 7. National Grid Bramford to Twinstead**

To update - **JF**
  
- 8. Matters arising which do not appear elsewhere on the agenda**
  - a) Update on garages and off road parking BPAP 3 v) - **MB**
  - b) Update on Seasonal Rangers and part-time support to stem ASB
  - c) Parish Trees, Hedgerows and Wildflowers Scheme
  - d) Update on refurbishment of telephone kiosk
  - e) Bus shelter urgent repairs
  - f) Weedspraying and weed clearance
  - g) Parish Contractor works list - circulated
    - 1) To consider increase of Street cleansing hours
    - 2) Pikes Marsh ditch area
  
- 9. Joint Bures Neighbourhood Plan (BPAP 4) - GJ**
  - a) To update on progress of the NHP
  - b) To report on grant applications
  - c) To accept Steering Group and Wider Team meeting minutes
  
- 10. Joint Parish Plan 2021-2022**
  - a) To agree Parish Plan Review for 2022-2023
  - b) To follow up on items on the Plan
  - c) Review of Working Parties
  - d) To report on cycle racks initiative (BPAP 2 vii)
  - e) Joint parish magazine initiative

## **11. 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)
  - Garage site (BPAP 2 vii)
  - Buildings at Risk Register – barns at Over Hall

## **12. Audit and Finance Matters**

- a) To note External Auditors report for 2021/22 Accounting Statement received with no matters arising
- b) To note Internal Audit Review provisionally booked 3<sup>rd</sup> or 10<sup>th</sup> October
- c) Finance & Budget monitoring report – circulated
- d) Bank reconciliation report and verifying bank statements – circulated/for signing
- e) Insurance renewal premium adjustments agreed/asset register updated
- f) To report on CIL Expenditure to date
- g) Queen's Jubilee Event finance report - circulated
- h) To note mid year VAT claim submitted
- i) To note Cllr Fairbairn, Cllr Koeck and Cllr Sills booked on training sessions

## **13. Policies and Legal Topic Notes**

- a) To agree to sign up to the SLCC Civility & Respect Pledge
- b) To agree Policy for recording and social media at meetings
- c) To agree Policy for Health and Safety
- d) To agree Policy for Environment
- e) LTN 23 Health and Safety – circulated
- f) PC6-22 Short Term Holiday Lets - circulated

## **14. Correspondence**

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

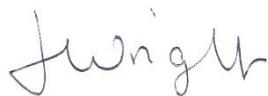
- Chambers revised timetables – [www.hedinghamandchambers.co.uk](http://www.hedinghamandchambers.co.uk)
- BDC Town and Planning Newsletters – August & September
- Chief Constable and PCC Public Meeting 3<sup>rd</sup> October – Cllr Aries attending
- Dedham Vale (AONB) photography project
- Babergh DC Food Savvy Campaign
- Information on Solar Together Suffolk registration
- Babergh & Mid Suffolk Joint Local Plan Inspectors letter outlining current position
- Details of Solar Together Suffolk

**15. Reports:**

- a. Asset report – Cllr Aries
- b. Bures Hamlet PC – TBC
- 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
- l. Bures in Bloom
- m. Good Neighbour Scheme

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

- 17. Date of next meeting:** Thursday 17<sup>th</sup> November to be held at  
Bures Community Centre, Nayland Road at 7.30pm  
Future meetings 2023: 26<sup>th</sup> January, 23<sup>rd</sup> March, Joint APM – TBA,  
AGM 18<sup>th</sup> May, 27<sup>th</sup> July, 28<sup>th</sup> September



**Mrs Jenny Wright**  
**Clerk to Bures St Mary Parish Council**  
**22<sup>nd</sup> September 2022**