

Bures Hamlet Parish Council

Mrs J. Wright (Clerk)
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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 Bures Hamlet Parish Council on Monday 30th September 2024 at Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the **Bures Parish Action Plan 2023-24 (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 Parish Council Meeting of 15th July 2024 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 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.
Presentation: Laura Atkinson – delivering affordable housing in the village
County and District Councillors may also present their respective reports during the Public Forum.
Bures St Mary Parish Council representative to present their report – **Cllr Aries**
- 5. Police Matters**
 - a) To report on matters raised with Suffolk and Essex Community Policing Teams
 - b) PFCC Community Safety Development Fund – bid suggestions
 - c) Speed Watch Scheme update

6. Highway Matters

- a) Speed calming measures for Colchester Road:
 - 1) Traffic survey update
 - 2) To agree to submit a LHP request for 30mph signage – Cllr Schwier gave approval
 - 3) To agree to progress LHP request for a safe crossing point
- b) Follow up with NEPP to improve pedestrian safety - Water Lane/Station Hill
- c) Flooding issues Water Lane - contributions request/Highways update
- d) To consider residents road traffic concerns in village – 20mph, mobility access
- e) To consider proposal put forward for fairer charges at Bures Station
- f) To discuss parking issues at Parsonage Hill
- g) Update on LHP request for extension of 30mph at Lamarsh Hill – objection received
- h) Update on LHP request for 40mph/30mph speed limit – Henny Road
- i) Increased use of the Millennium footpath – to agree to remove from agenda
- j) Update on Bridge Street resurfacing and Station Hill tree root repair

7. Planning

- a) To report on applications received and any decisions made since the previous meeting – see attached list.
- b) To consider a response to any applications received since the previous meeting requiring a response – **No. 24/01975/FUL Pine View, Lamarsh Hill**
No. 24/02002/TPO No. 8 Maltings Close
- c) **Colchester Road land sales:**
 - 1) To report on Enforcement findings and Article 4 follow up
 - 2) Illegal accesses into meadow
- d) **Jubilee Grove**
 - 1) Update from Transition Group
 - 2) Grant for Hedgehog houses, plants for butterflies and bees
- e) **Ferriers Farm Barns** – current update
- f) **Chambers Bus Depot Site** - current update
- g) **BDC Local Plan Review** - Call for Sites response
- h) **Colchester City Council Plan Review** - Proposal by MBPC for land to be designated as a Local Green Space
- i) **National Grid Bramford** - update

8. Joint NHP and Joint Parish Plan

- a) Update on progress of Bures Joint Draft NHP
- b) To accept Steering Group minutes of 14th August 2024
- c) Joint Parish Plan 2023-2024
 - 1) Review of Parish Plan update
 - 2) Items being followed up – website and parish magazine improvements

9. Audit Matters

- a) External Auditor's report for year end 2023-24 and matters raised
- b) To accept BB Associates Engagement Letter for Internal Audit 2024-25
- c) Internal Audit Review Checklist date - Monday 7th October at 6pm
- d) To report on follow up on a gov.uk domain name

10. Finance Matters

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) To update on sign up with Utility Aid to gain an improved electricity supplier
- d) To report on Lloyds Bank findings on business cover and to note changes to Instant Access account
- e) To consider request to contribute to Braintree District NHW costs
- f) To agree to pay second half precepts to SG and Cemetery Committees

11. Policies for Review

Biodiversity
Environment
Training
Recording at meetings
Use of Social Media
Donations & Grants
Privacy Notice

12. Clerk's Report plus any correspondence received for action.

See attached and Items for further follow up:

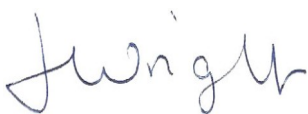
- a) Dog waste bag dispensers/posters
- b) To confirm Retailers trading at Essex Knowle
- c) Boundary verge at Colchester Road
- d) To consider accepting donation of a boat as a village entrance display
- e) Supply of Bleed Kits - to consider sites in village

13. Reports: Councillors to acknowledge receipt and present questions by exception

- a) Asset report – **Cllr Welch**
- b) Cemetery – minutes circulated
- c) Sportsground (BPAP 3 i) – minutes circulated – applying for charging points in carpark, CCTV issues
- d) Community Centre – minutes circulated
- e) Rights of Way (BPAP 2 iii) - FP7 temporary closure
- f) Primary School
- g) Station Adopters
- h) Transport
- i) Tree Warden (BPAP 2 i) – see planning applications and decisions
- j) Bures Common Land Trust

14. Brief information & exchange for next agenda items

- 15. Date of next meeting:** Monday 18th November 2024 to be held at
Bures Community Centre, Nayland Road at 7.30pm
Future meeting dates 2025: 20th January, 17th March, APM 24th March, AGM 19th May



Mrs Jenny Wright, Parish Clerk,
23rd September 2024