

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 Parish Council Meeting of Bures Hamlet on Monday 18th November 2019 at the Garrad Room, Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the Bures Parish Action Plan (BPAP) areas of focus:

1. Countryside and Village Appearance; 2. Community Spirit and Communication;
3. Community Assets and Values; 4. Retail Facilities; 5 Housing; 6 Traffic Management;

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 of the Parish Council Meeting of 16th September 2019 and Joint Planning Committee Meeting of 4th November 2019 to be approved and signed as correct records (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. County and District Councillors may also present their respective reports during the Public Forum.

Presentation by County Broadband on proposals to install new infrastructure in Bures Hamlet
5. **Police**
 - a) To report on any issues raised with Police Liaison Officer and Essex & Suffolk Community Policing Team visits – ASB
 - b) To update on Bures Hamlet Speed Watch Scheme (BPAP 6)
 - c) To note Police newsletters circulated as received and available online

6. Highway Matters

- a) LHP requests submitted:
 - Colchester Road/Mt Bures junction (BPAP 6)
 - 30mph roundels at Colchester Road (BPAP 6)
 - Additional bollard at Millennium gateway
- b) LHP requests to agree to be submitted:
 - Permissive path at Colchester Road
 - Crossing at Colchester Road
 - Removal of kerb at Lamarsh Hill
- c) Slow signs on highway at Station Hill
- d) ECC Devolution Pilot Scheme
- e) Colchester Road pavement repair
- f) Water Lane pothole
- g) Water Lane culvert and brook
- h) ECC Surface Water Assessment Scheme (BPAP 6)
- i) Anglia Level Crossing Reduction Strategy

7. Bures Parish Action Plan Summary

To receive Working Party reports and follow up on BH matters

- a) Highway, Transport, Parking - flashing mobile speed signs, entrance signs, parking notices
- b) Retail Facilities – Bridge Stores frontage, to consider feedback regarding progressing use of garage site – Cllr Ellis
- c) Street Lighting

8. Planning (BPAP 5)

- 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) APP/Z1510/W/19/3237376 Land South of Pen-lan, Lamarsh Hill – to consider a further representation to the Planning Inspectorate
- d) To report on the following:
 - Land to rear of Cambridge Way
 - Land to rear of Parsonage Hill
 - Cuckoo Hill site

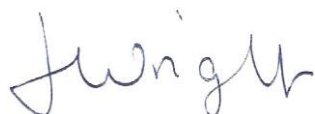
9. Items for update report and follow up as required

- a) Absolute Title for Essex Knowle
- b) Management of waste at Essex Knowle
- c) S106 Contributions (BPAP 1)
- d) Walks Leaflet
- e) CCTV issue
- f) Social Media & Parish Council magazine initiatives -
 - Signposting how to access information and reporting issues
- g) Parish Council member surgeries
- h) Riverside information boards/BMF grant application
- i) Joint Emergency Plan

10. Rights of Way (BPAP 1)

- a) To receive the Parish ROW Officer's Report and reference in particular to:
- b) Footpath 5, Footpath 30, FP30 The Paddocks – Normandie Way repairs, FP1, 3 & 4.
- c) To consider re-joining ECC PP3 Scheme

11. **Draft Budget**
To approve presented 3 year draft budget 2020/21 - 23
12. **Finance**
 - a) Finance & Budget monitoring report – circulated
 - b) Bank reconciliation report and verifying bank statements – circulated/for signing
 - c) To consider purchase of a new gritter machine
13. **Audit Matters**
To report on Internal Audit Review
To approve review of Financial & Operational Risk Assessment
14. **Draft Policies for consideration and approval**
 - a) Donations & Grants
 - b) Social Media
 - c) Data Protection & Information Management
To consider and action ICO Factsheet on personal email addresses and devices
 - d) Accessibility Statement for website
15. **Clerk's Report plus any correspondence received for action**
16. **Physical Risk Assessment Report – Cllr R Shackell**
Items from previous report – weeds at bus shelter, clean benches, tree branches at Woolpit Downs light, gate mesh,
17. **Reports:**
 - 1) Bures St. Mary PC – Cllr Aries
 - 2) Cemetery
 - 3) Sportsground
 - 4) Community Centre
 - a) To receive report and reference in particular to:
 - b) Clerk representative as Trustee and keys held
 - c) Next meeting date 15th January 2020 – Cllr to agree to attend
 - 5) Station Adopters
 - a) To receive report and reference in particular to:
 - b) Carpark fees display notice
 - c) History noticeboard
 - d) Review of station for Access for All
 - 6) Transport
 - 7) Tree Warden
 - 8) Bures Primary School
 - 9) Bures Common – Cllr Monk to report
 - 10) NHW
18. **Brief information & exchange for next agenda items**
19. **Date of next meeting:** Parish Council Meeting 13th January 2020 to be held at
The Garrard Room, Bures Community Centre at 7.30pm
Future dates booked: 2020: 16th March, APM 23rd March,
AGM 18th May, 20th July



Mrs. Jenny Wright,
Clerk to Bures Hamlet Parish Council, 10th November 2019