

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 March 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
To note Monitoring Officer's request to all members for their ROIs to be reviewed
- 3. Minutes**
Minutes of the Parish Council Meeting of 15th January 2024 to be approved and signed as a correct record (previously circulated)
- 4. Casual Vacancy**
To report on resignation of Cllr Baker
To consider any interests received – 2 vacancies
- 5. 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.

Bures St Mary Parish Council representative to present their report – **Cllr Jackson**

6. Police Matters

- a) To report on matters raised with Suffolk and Essex Community Policing Teams
- b) Advisory parking notices
- c) Speed Watch Scheme update

7. Highway Matters

- a) Speed calming measures for Colchester Road – update on progress of sharing of SID and revised LHP request
- b) To discuss a LHP request for 30mph stickers on Colchester Road lampposts
- c) Update on LHP request for extension of 30mph at Lamarsh Hill
- d) To report on proposal for 40mph/30mph speed limit – Henny Road
- e) To report on monitoring of parking at Colchester Road
- f) Flooding issues
To consider estimate to dig out debris and make safe eroding bank at Water Lane
- g) B1508 footbridge repairs - update
- h) Bridge Street resurfacing - update

8. 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 – DC/24/01103 Chambers Bus Depot site
- c) To consider interests received for the Parish Tree Warden role
- d) **Jubilee Grove:**
Report from Bures Transition Group
- e) **Sale of land at Colchester Road:**
 - 1) Water Meadow – BCLT grant bid and ACV application
 - 2) Sale of plots
 - 3) To note Landowners name
- f) **To report and follow up as required:**
 - 1) Ferriers Farm Barns
 - 2) Chambers Bus Depot Site - current update
- g) National Grid Bramford – Twinstead proposals - update

9. Joint NHP and Joint Parish Plan 2023-2024

- a) To consider proposed Bures Draft NHP
- b) To accept minutes of the NHP Steering Group
- c) Joint Parish Plan 2023-2024 – items to bring to main Agenda

10. Grounds Maintenance Contract

- a) To consider tenders received

11. Finance Matters and Audit Matters

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) To discuss donation requests received – Citizens Advice, Essex Air Ambulance, Volunteer Basics Essex. No donations given out 2023.
- d) To consider Clerk's request for an increase in pettycash payments
- e) To accept Disciplinary Policy and Grievance Policy

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

To report on Annual Parish Meeting scheduled for Monday 25th March

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

- a) Asset report – **Cllr Keeble-Fox**
- b) Cemetery – minutes circulated
- c) Sportsground (BPAP 3 i) – minutes circulated
- d) Community Centre – minutes circulated
- e) Rights of Way (BPAP 2 iii)
- f) Station Adopters
- g) Tree Warden (BPAP 2 i) – see planning applications and decisions

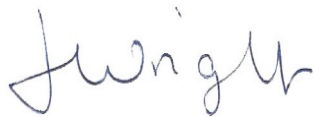
14. Brief information & exchange for next agenda items

15. Date of next meeting: APM Monday 25th March 2024 to be held at
Bures Community Centre, Nayland Road at 7.30pm

Future meeting dates: 2024: AGM Thursday 16th May, Monday 15th July,
Monday 16th September

Future dates to be agreed 2024: 18th November

Future dates to be agreed 2025: 20th January, 17th March, APM 24th March,
AGM 19th May



Mrs. Jenny Wright
Clerk to Bures Hamlet Parish Council
11th March 2024