

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 a meeting of Bures Hamlet Parish Council on Monday 16th July 2018 at the Garrad Room, Bures Community Centre, Nayland Road at 7.30pm.

AGENDA

1. **Apologies for absence** - to note specific reason if absent from meeting
2. **Co-option of member**
To report on interest shown and to agree on Co-option of new member
3. **Declarations of Interests & Dispensation Requests**
To receive any 'Pecuniary' or 'Non-pecuniary' interests and Dispensation requests
4. **Minutes of the previous Annual Parish Council Meeting of 14th May 2018 and Planning Committee Meeting of 25th June 2018 to be approved and signed as correct records (previously circulated)**
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.
6. **Police**
To update on Bures Speed Watch Scheme
To note new Chief Constable of Essex Police & new CEO to PFCC
To note Police newsletters circulated as received and available online
7. **County/District Councillor**
To present reports
8. **Highway Matters**
 - a) LHP requests – 30mph roundels at Colchester Road
Colchester Road/Mt Bures junction
Additional bollard at Millennium gateway
 - b) Anglia Level Crossing Reduction Strategy
 - c) Footpath at No.4 Lamarsh Hill
 - d) ECC Winter Salt Bag Scheme

9. Planning

- a) To report on applications received and comments made – see attached list
- b) To report and respond to any planning applications received since the Planning Committee meeting of 25th June:
Application No. 18/01110/FUL Brook House Yard, Colchester Road
Application No. 18/01180/FUL Secretaries House, Station Hill
- c) Colchester Road proposed housing development – to consider Parish Council response to anticipated planning appeal being lodged, taking into account government policy and the results of the housing section of the recent village survey
- d) To consider further proposal from Transition Group for Open Space at Colchester Road to become a Community Woodland
- e) To update on Application No. DC/18/00929 Cuckoo Hill and Re-consultation of 26th June 2018
- f) To report on follow up of S106 contribution for Application No. 15/01471/LBC
- The Swan PH, Station Hill

10. Data Protection

- To update on information received to date and to progress management of the personal data held
- To note EALC confirmation of Legal Briefing L04-11 Councillors as Data Controllers
- To note Privacy Policy on website

11. Joint Action Plan/Parish Plan

- To present Joint Draft Action Plan for approval and follow up
- To update on Parish Plan and any follow up

12. Items for update report and follow up as required

- a) Joint Emergency Plan
- b) Website update
- c) Bures Station request stop
- d) Electricity poles at Station Hill
- e) Vacant garage site
- f) Assets of Community Value
- g) Meeting with Clarion Housing team
- h) ECC Local Service Fund

13. Finance

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing

14. Audit Matters

- a) To note waiting on External Auditors approval of 2017/18 accounting statements
- b) To note Internal Audit Review meeting arranged for 2nd & 3rd October
- Cllr Randall, Cllr Crowe, Clerk and Internal Auditor to attend
- c) To note BHIB insurance renewal with recommendations made by Chair & Clerk
- d) To note Standing Orders duly amended to reflect Power to Clerk for Planning responses

15. Government Consultation Papers/Legal Topic Notes

All the following documentations have been circulated and noted:

LTN 82 Compulsory Land Purchase Orders

L05-18 Data Protection Fees

EALC Legal Updates May, June & July 2018

LTN 1 Councils Powers to Discharge their Functions

LTN 2 The Chairman of Local Councils

LTN 5 Parish and Community Council Meetings

Information from Department of Communities & Local Government on CTB

L08-18 Judicial Review Claim brought against Ledbury Town Council implications

L02-06 Councils Payment of SLCC Fees for their Clerks

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

17. Physical Risk Assessment Report – Cllr Mike Welch

To report on progression of items from previous risk assessment

18. Reports: 1) Bures St. Mary PC – Cllr McCrory 2) Cemetery 3) Sportsground
4) Community Centre 5) Rights of Way 6) Station Adopters
7) Transport 8) Tree Warden 9) Bures Primary School
10) NHW 11) Bures Common

19. Dates for representatives at BSMPC meetings:

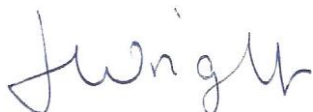
2018: 19th July – Cllr Butler, 20th September – Cllr Crowe

22nd November – Cllr Welch

2019: 17th January – Cllr Randall, 21st March – Cllr Ellis, 16th May – Cllr Lee

20. Brief information & exchange for next agenda items

21. Date of next meeting: 17th September 2018 to be held at the Garrard Room,
Bures Community Centre at 7.30pm
Future dates booked for 19th November 2018 & 14th January 2019
Future dates to be agreed for 2019: 18th March, Joint APM 28th March,
AGM 13th May, 15th July, 16th September



Mrs. Jenny Wright
Clerk to Bures Hamlet Parish Council
8th July 2018

