

Bures Hamlet Parish Council

Mrs J. Wright (Clerk)
38 The Paddocks
Bures CO8 5DF
Tel: 01787 227750
Email: buresparishcouncils@gmail.com

Dear Councillor

You are hereby summoned to attend the Parish Council Meeting of Bures Hamlet to be held on Monday 19th March 2018 at The Garrad Room, Bures Community Centre, Nayland Road at 7.30pm.

THE PRESS AND PUBLIC ARE CORDIALLY INVITED

AGENDA

1. **Apologies for Absence** - To note specific reason if absent from meeting
2. **Declarations of Interest & Dispensation Requests**
To declare any 'pecuniary' or 'non-pecuniary' interests
To note Cllrs Butler and Whiter had completed their Register of Interests forms and these were duly advertised
3. **Minutes of the previous Parish Council Meeting of 15th January 2018 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
5. **Police**
To update on Bures Speed Watch Scheme
To note the Community Speed Watch Newsletter – circulated
To note information on The Citizens in Policing Team - circulated
6. **County/District Councillor**
To present report
To discuss an Essex County Council Local Service Fund 2018 grant application
To note Essex Highways User Online Survey – circulated for response
7. **Highway Matters**
 - a) FP 1,3 & 4
 - b) Openreach cabinets
 - c) LHP requests – 30mph roundels at Colchester Road
Additional bollard at Millennium gateway
Gateway entrance signs
 - d) Pothole at Station Hill
 - d) Footpath at No.4 Lamarsh Hill
 - e) Anglia Level Crossing Reduction Strategy

8. Items for update report and follow up as required

- a) Joint Parish Plan
- b) Joint Emergency Plan
- c) Data Protection
- d) Website
- e) Bures Station request stop
- f) Bus shelter restoration
- g) Greenfields Estate Management matters
- h) Electricity poles at Station Hill
- i) Vacant garage site
- j) Assets of Community Value

9. Grounds Maintenance Contracts

- a) To report on Grounds Maintenance contract and contract period until 2019
- b) To review risk assessments and insurance documentation for contractor
- c) To discuss BDC & Greenfields Street Cleansing & Grounds Maintenance Contracts

10. Planning

- a) All applications received and comments made – see attached list
- b) To update on proposals for development of land at Colchester Road
- c) To note Draft Planning Enforcement Strategy and Process Chart - circulated

11. Finance

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated
and for signing by Chairman and a non-signatory member
- c) To note Bank Mandate Change of Signatory actioned
- d) To note Parish element of Band D Tax Rate for 2018/19 £83.76

12. Donations

Requests received from: Essex Air Ambulance, St Mary PCC parish magazine, Sudbury Newstalk, AONB & Stour Valley Project, Basic Essex Accident Rescue, Bures PSA

To note donations given 2017: Bures PCC, Ferriers Barn and AONB

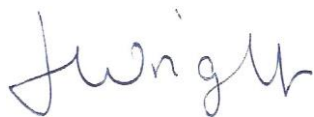
13. Government Consultation Papers/Legal Topic Notes

All the following documentations have been circulated and noted:

- EALC Legal Update Issue 1 – March 2018
- LO1-18 Financial Assistance to the Church
- LO2-18 Reporting Personal Data Breaches

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

- 15. Physical Risk Assessment Report – Cllr Duncan Kennett**
To report on progression of items from previous risk assessment: Strimmer
- 16. Bures Joint Sportsground Committee**
To agree Terms of Reference – circulated
- 17. Reports:** 1) Bures St. Mary PC 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
- 18. Brief information & exchange for next agenda items**
- 19. Dates for Representatives at BSMPC meetings**
2018: 22nd March – Cllr Welch, Joint APM 26th March – All members,
17th May – Cllr Lee, 19th July – Cllr Butler, 20th September – Cllr Crowe
22nd November – Cllr Whiter, 17th January 2019 – Cllr Randall
- 20. Date of next meeting:** Joint APM Monday 26th March 2018
Future dates booked for 2018: AGM 14th May, 16th July
Future dates to be agreed for 2018: 17th September, 19th November
2019: 14th January



Mrs. Jenny Wright
Clerk to Bures Hamlet Parish Council
10th March 2018

