

# Bures St Mary Parish Council

Clerk: Mrs J. Wright

38 The Paddocks

Bures CO8 5DF

Tel: 01787 227750

Email: [buressparishcouncils@gmail.com](mailto:buressparishcouncils@gmail.com)

## Notice of Parish Council Meeting

**The Press & Public are welcome to attend**

Dear Member

You are hereby summoned to attend the meeting of Bures St Mary Parish Council on Thursday 19<sup>th</sup> 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. **Declarations of Interests & Dispensation Requests**  
To receive any 'Pecuniary' or 'Non-pecuniary' interests and Dispensation requests
3. **Minutes of the previous Annual Parish Council Meeting of 17<sup>th</sup> May 2018 and Planning Committee Meeting of 9<sup>th</sup> July 2018 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 the 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.
5. **Police**  
To note police reports and police meeting dates – circulated  
To note on any issues raised with Suffolk Police Liaison Officer
6. **Highway Matters - JF**
  - a) High Street traffic calming
  - b) Unofficial school crossing point
  - c) Adoption of The Waldegraves
  - d) Damaged signs in parish
  - e) SCC Community Self Help Scheme
  - f) Speeding and parking issues – via Parish Action Plan

**7. Matters arising which do not appear elsewhere on the agenda**

- 1) Pikes Marsh estate management, open space and play area: **LP**
  - a) Land transfer
  - b) Bollards
  - c) Access route & ditch maintenance
  - d) Play equipment & S106 contributions
- 2) Joint Emergency Plan
- 3) Website & OneSuffolk Data Protection update
- 4) Suffolk Speed Watch Scheme
- 5) Babergh Electoral Review
- 6) To appoint an additional Highway & Parking Officer
- 7) To report on Parish Contractor works – see attached list
- 8) Old style street lamp at Tawneys Ride

**8. Planning - LP**

All applications received and comments made – see attached list

To report and respond to any planning applications received since the Planning Committee meeting of 9<sup>th</sup> July

To update on Application No. DC/18/00929 Cuckoo Hill and Re-consultation of 26<sup>th</sup> June 2018

To report follow up on Community Infrastructure Levy bids

To note CIL Transparency of Data update re new online access system

To note Designation of Assington NHP Area completed – formal NHP process

To note information on solar panel planning permission requirements

**9. 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

**10. Joint Action Plan/Parish Plan**

To present Joint Draft Action Plan for approval and follow up

**11. Finance**

a) Finance & Budget monitoring report – circulated

b) Bank reconciliation and verifying bank statements – circulated - for signing

c) To agree War memorial repairs

d) To agree purchase of new waste bins for Church Square/Bridge Street

e) To note Insurance policy amended as a result of Sportsground Committee taking responsibility of its own insurance cover

**12. Audit Matters**

a) To note waiting on External Auditors approval of 2017/18 accounting statements

b) To note Internal Audit Review meeting arranged for 2<sup>nd</sup> & 3<sup>rd</sup> October

- Cllr McCrory, Cllr Saer, Clerk and Internal Auditor to attend

**13. 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

**14. Correspondence**

All the following correspondence has been circulated for information and follow up:

NALC LTN 1 – Councils Powers to Discharge Their Functions  
NALC LTN 2 – The Chairman of Local Councils  
SCC cabinet paper review – School and post-16 travel  
Notification of Consultation on BDC Joint Housing Strategy 17<sup>th</sup> Sept – 26<sup>th</sup> Oct  
Suffolk Minerals & Waste Local Plan Consultation – Submission Draft  
To note Consultation on Update to B & MS Statement of Community Involvement  
Notification from J Ruggles re No Public Right of Way at Willow Plantation  
Sudbury Vision for Prosperity Action Plan  
AONB June newsletter

**15. Reports:**

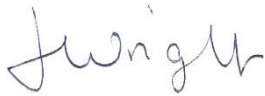
- a. Asset report – Cllr Jan Aries
- b. Bures Hamlet PC – Cllr Richard Butler
- c. Cemetery
- d. Sportsground
- e. Community Centre
- f. Rights of Way
- g. Transport
- h. Tree Warden
- i. SALC – to note Cllr Aries & Clerk attended Agenda & Minutes workshop
- j. Primary School
- k. Bures Common

**16. Dates for representatives at BHPC meetings:**

2018: 17<sup>th</sup> September – Cllr Saer, 19<sup>th</sup> November – Cllr Waring,  
2019: 14<sup>th</sup> January – Cllr Ambrose, 18<sup>th</sup> March – Cllr Aries, 13<sup>th</sup> May – Cllr Jackson,  
15<sup>th</sup> July – Cllr Alston, 16<sup>th</sup> September – Cllr McCrory

**17. Brief information & exchange for next agenda items**

- 18. Date of next meeting:** 20<sup>th</sup> September 2018 to be held at the Garrad Room, Bures Community Centre at 7.30pm  
Future dates booked: 22<sup>nd</sup> November 2018 & 17<sup>th</sup> January 2019  
Future dates to be agreed for 2019: 21<sup>st</sup> March, Joint APM 28<sup>th</sup> March, AGM 16<sup>th</sup> May, 18<sup>th</sup> July, 19<sup>th</sup> September



**Mrs Jenny Wright**

**Clerk to Bures St Mary Parish Council**

**12<sup>th</sup> July 2018**

