

## **Minutes of Bures St Mary Parish Council Meeting**

**Thursday 22nd March 2018**

**At The Garrad Room, Bures Community Centre**

**Present:** Cllrs G.Jackson, D Ambrose, T Saer, T Fairbairn, L Alston, S Pentney,  
J Aries, M Welch (BHPC)

**In the Chair:** Cllr G Jackson

**Minutes taken by:** Cllr J Aries

There was also one member of the public present

### **1.3.18 Apologies**

Apologies received from Cllrs J McCrory, J Wright. Apologies accepted by those present.

Apologies also received from Cllr James Finch (SCC) and Cllr Lee Parker (BDC).

### **2.3.18 Co-option**

Cllr G Jackson gave a brief explanation that it had been agreed with T.Saer and another candidate that Tracy would take the vacancy on the Parish Council.

### **3.3.18 Declaration of Interest and Dispensation Requests**

Unable to remind T Waring to complete his R.O.I. due to non-attendance at the meeting.

Cllr T Fairbairn declared an interest and signed the book as Chairman of the School Governing body.

### **4.3.18 Minutes**

Minutes of the previous Parish Council Meeting of 18<sup>th</sup> January 2018 (previously circulated) were duly approved and signed as a correct record.

### **5.3.18 Public Forum**

Mrs Clare Frewin introduced herself as residing at the White Horse House, a Grade II listed building, on Cuckoo Hill. Mrs Frewin expressed her frustration about the management of the development at the Slaughterhouse site. She gave a brief account of events leading to the current situation.

Mrs Frewin's property is adjacent to the development site and has been severely affected, as have her neighbours, by ongoing works on the site including:

- 1m. of soil now resting against one of the external walls of her house.
- Increased height of the site level. A survey by Randalls shows this to be 2.7m. higher than the original plans.
- 8.6 m distance between new build and existing property which is 3m. less than that shown on the original plans.

- Damage to a boundary wall.
- Reconfiguration of drains serving her property.

Mrs Frewin had been advised that there exists some acceptable 'tolerance' to allow for some differences between the planning and the actual build. It was agreed that the Parish Council could use the results of a recent report by Randall's Surveys LLP of Bures in pursuing this matter on behalf of Mrs Frewin. Plans have been repeatedly amended and are now on version E.

The Babergh Planning Enforcement Office are now involved. The Ombudsman is to be contacted with the intention to take this planning dispute to Committee. Michael Collins, an authority on protecting listed buildings in relation to new builds, is to be approached for advice by Cllr L Alston, informally initially.

Mrs Frewin agreed to send the Randall's report direct to Cllr Jackson once available.

### **6.3.18 Police**

All police reports and police meeting dates circulated and noted. It was commented that the Suffolk Police newsletter was not very helpful.

Laura Mansell visited Friends Field on 6<sup>th</sup> March to investigate reported anti-social parking by contractors on the grass verge opposite the Slaughterhouse site on Cuckoo Hill. No actual road traffic offences had been committed but she was able to ask for the vehicles to be moved.

Cllr. Fairbairn said that speed signage and traffic calming measures would be included in the Action Plan once the Joint Parish Plan was completed.

### **7.3.18 Highway Matters**

The following matters are due to be covered under the Parish Action Plan:

- a) High Street traffic calming
- b) Unofficial school crossing
- c) Speed issues at Sudbury Road and Nayland Road
- d) Parking issues

Other Highway matters

- a) The Waldegraves unadopted estate and trip hazard – Cllr Aries could not find any identification on the manhole in question. Anglian Water authority to be contacted to establish if it is their manhole.
- b) Potholes in St Edmunds Lane – Cllr. Fairbairn to report these via the Suffolk Highways website.
- c) Worn surfacing at Nayland Road- reported and awaiting attention.
- d) Suffolk Highways Community Self Help Survey – it was noted that there might be the opportunity in the future for the Parish Council to carry out its own minor repairs to road surfaces.
- e) Street Lighting maintenance and energy 2017-18 - MBFU lamps noted as no longer repairable and that there would need to be provision for this in future budgets.

### **8.3.18 Matters arising which do not appear elsewhere on the agenda**

1) Pikes Marsh estate management, open space and play area.

No further progress has been made. Cllr Aries attended a workshop where an advisor to the District Council for Leisure and Recreation would be happy to pursue this matter on behalf of the Parish Council. He requires an overview of the situation to date and what is needed to progress the matter

[Tony.Bass@baberghmidsuffolk.gov.uk](mailto:Tony.Bass@baberghmidsuffolk.gov.uk).

Cllr Saer reported that a large deposit of shingle had been left by the play area.

2) Assets of Community Value List.

It was noted that in January 2018 the nomination to list the land at The Three Horseshoes Public House as an asset of community value was accepted.

3) Joint Emergency Plan – ongoing

4) Website

It was agreed that there is a need to expand the profile of the current website.

Cllr Whiter (Bures Hamlet Parish Council) has volunteered to assist with the management of the website. Cllr Welch to establish whether Cllr Whiter is prepared to be the sole manager of a joint website shared by the two parish councils.

5) Data Protection

SALC are not yet in the position to provide Data Protection support to parish councils. The situation will be monitored to see how this provision develops.

6) Suffolk Speed Watch

No further developments to report.

7) Babergh Electoral Review Draft Recommendations.

It was agreed that the Parish Council should resubmit its preference to be linked with Assington and Little Cornard.

### **9.3.18 Grounds Maintenance Contracts**

The Parish Council would like it noted that they are very satisfied with the service provided by Mr G Vaughan. Terms and rates were approved and risk assessments checked and in order. Cllr Alston suggested that Mr Vaughan should wear a Hi-Vis jacket with Bures St Mary Parish Council across the back to publicise that he is employed by the BSMPC. It was agreed to consider this more fully at a later date.

### **10.3.18 Parish Plan**

Cllr Jackson has created an Action Plan of the whole picture that has emerged from the data from the survey. This was sent to the committee for comment. Cllr Jackson

will now add the points raised and will then distribute a copy of this to all councillors. This will be followed in due course by a more distilled Action Plan. Cllr Fairbairn has highlighted the main points from the survey data and has populated these details into the survey format.

One outcome of the data collated thus far is that there is a need to extend the methods and effectiveness of communication with the community. As part of the Parish Action Plan, the Parish Councils will work with The Parochial Church Council to consider the delivery of a free parish magazine to all households.

### **11.3.18 Planning**

All applications duly noted.

#### **DC/18/00929**

Following the extensive discussion during the Public Forum concerning the development at Cuckoo Hill there was no further discussion other than to note that, in addition to Mrs Frewin raising the issue with the BDC Enforcement team Bures St Mary Parish Council had also taken the same action.

The Parish Council will add the report produced by Randall Surveys to their response to Application No: DC/18/00929. The Parish Council will push for the matter to go to committee. The Parish Council will also seek to establish what is viewed as acceptable variance in planning and will press for the situation to be rectified in the interests of the immediate community.

#### **Braintree DC/18/00929**

It was agreed that the Parish Council should respond to the Application No. DC/18/00929 Land at Colchester Road. Cllr Jackson suggested that a staggered, staged approach to pockets of development might be more easily absorbed into the existing community. It was also suggested that the derelict garage site on the Colchester Road could be purchased and given to the village as part of a recompense arrangement. Opinions were divided but the majority vote was to lodge the Parish Council's opposition to the planning application as it stands although the Parish Council would not be opposed to future developments on a smaller scale.

**Community Infrastructure Levy Workshop** Cllr Aries reported on the Community Infrastructure Levy Workshop attended in February. All Parish Councils are advised to complete and submit a Parish Infrastructure Investment Plan (PIIP) to provide a local perspective to help the district councils gain a better understanding of communities' priorities. This will be incorporated into the Parish Action Plan.

**Babergh and Mid Suffolk Joint Local Plan Consultation** – nothing further to report.

### **12.3.18 Finance**

- a) Finance and Budget Monitoring Report – circulated, noted and attached.
- b) Bank reconciliation dated 16<sup>th</sup> March 2018 – circulated, noted and attached.
- c) Verifying bank statements – circulated, noted and attached. Both signed by the Chairman and non-signatory member – Cllr Pentney
- d) ICO certificate of Registration for 2018-19 noted.
- e) Notification of Council Tax Base 2018/19 -noted
- f) Insurance Property Damage – noted.

### **13.3.18 Donations**

It was agreed to make the following donations:

Suffolk Accident Rescue Service - £50

AONB - £50

Bures PSA- £50

Kernos - £80

St Mary PCC - £200

### **14.3.18 Government Consultation Papers/Legal Topic Notes**

Nothing further to report.

### **15.3.18 Correspondence**

Suffolk RBL Armistice 100 laying of poppies. It was reported that Bures St Mary was not identified in the list of cemeteries with Great War graves. To be followed up.

### **16.3.18 Bures Joint Sportsground Committee Terms of Reference**

There is a delay on adopting the Terms of Reference whilst issues are sorted with the insurance company.

### **17.3.18 Reports:**

**a) Asset report** completed by Cllr Dennis Ambrose. Grit bins are getting low after the recent severe weather.

**b) Bures Hamlet PC** Cllr Mike Welch. The planning application for land on Colchester Road continues to be of a major concern. The BHPC have not yet compiled their response but have received an extension to the deadline. The council are still awaiting feedback from the Greater Anglia representative on the data which apparently justified downgrading the Bures station to a request stop during off-peak times.

**c) Cemetery** A meeting was held on site on 10<sup>th</sup> March with the developer, Mr Steven Dixon, to discuss the fencing required to secure the cemetery boundary with the Slaughterhouse site. He gave verbal assurance that a fence would be erected in due course.

**d) Sportsground** The committee is currently working through the settlement with Morphus and final payment will be made once the App is available for those using the climbing wall. The possibility of a new roundabout is being explored. Swing for use by disabled children is now in place. Laurel hedging has been planted by a team of volunteers

**e) Community Centre** Lighting in the main hall has been changed. There are new fittings and environmentally-friendly bulbs. It has been agreed to reduce the rent charged to Noah's Ark.

**f) PROW** FP5 the Croft – no further report to add. Waymarkers and fingerposts across the parish are gradually being replaced and repaired as reports are submitted.

**g) Transport** Cllr Welch attends meetings about public transport on buses and recommends the Essex bus website which covers services to Sudbury.

**h) Tree Warden-** report noted. Cllr Jackson has applied to the Heritage Scheme for Tree Planting. There is a Suffolk Tree Warden Network Spring Forum to be held in Eye on Saturday 14<sup>th</sup> April 2018.

**i) SALC** Report circulated and noted.

**j) Primary School** Cllr Fairbairn has been trying to establish whether the garages situated at the back of the school are actually used. Cllr Saer confirmed that the majority of the garages are owned by house owners, rather than rented from Babergh District Council. Cllr Fairbairn will try to confirm actual ownership.

**k) Bures Common** A very successful market was held at the start of a new season earlier in March. It featured some new stalls and it is hoped that the Alzheimer Society will also have a stall in the near future.

### **18.3.18 Any other business - Items to note and for the next agenda**

None noted.

### **19.3.18 Dates for Representatives at BHPC meetings**

2018: 14th May - Cllr Jackson, 16th July- Cllr McCrory

17th September- Cllr Saer, 19th November - Cllr Waring

2019: 14th January - Cllr Ambrose

### **20.3.18 Dates for future meetings:**

Date of next meeting: Joint APM Monday 26th March 2018 at 7.30pm

Future dates booked 2018:Thursdays: AGM 17th May, 19th July

Future dates to be agreed for 2018: 20th September, 22nd November

2019: 17th January

The meeting closed at 10.00pm

Signed:

Chairman:

Date: