

## **Minutes of Bures St Mary Parish Council Meeting Thursday 18<sup>th</sup> July 2024 at Bures Community Centre Nayland Road at 7.30pm**

**Present:** Cllr J Aries, G Jackson, J McCroy, L Norton, Cllr Keeble-Fox (BHPC), G Turner (Clerk), I Reece (BDC), J Finch (SCC)

**In the Chair:** Cllr J Aries

**01.07.24 Apologies for Absence** – Cllr Taylor (previously agreed 6 month sabbatical), Cllr Fairbairn (Holiday)

Two resignations – Steve Koeck (personal reasons) and Elliott Ellerbeck (work commitments)

**02.07.24 Declarations of Interests & Dispensation Requests** No Register of Interests declared or Dispensation Requests put forward.

**03.07.24 Minutes** Minutes of the Parish Council Meeting of 23.05.24 duly approved and signed as a correct record (previously circulated).

**04.07.24 Co-option of new member** – Now 3 vacancies with 2 potential candidates interested, one of which, Sue Jones, attended the meeting. The 2 new vacancies cannot be advertised for a month to follow due process. It was agreed that new councillors would not be required to initially join a committee. Cllr Jackson and Clerk to follow up possible candidates. Bures Sportsground Committee were managing on their current members. Having lost 2 members, Bures Cemetery may need to replace.

**05.07.24 Public Forum** No member of the public present except Sue Jones.

**County Councillor:** Cllr Finch's report was circulated to all members in advanced, published on the parish council website and is available to view online. The granting of the Sunnica Solar Farm on the Suffolk-Cambridgeshire was the main concern raised for rural communities as it is likely to set a precedence for future planning and villages with closeness to the national grid.

**District Councillor:** Cllr Reece's report was circulated to all members in advanced, published on the parish council website and is available to view online. BDC are now prosecuting the developer of Apple Tree Mews for non-compliance with planning conditions. There is money to recoup as well as funds put aside for the access road to the houses. Cllr Reece had tried to make contact with the resident of 28 Tawneys Ride house fire without success and suggested her details be passed onto the resident. Action: Cllr Norton

It was discussed that BDC cut however are not collecting weeds/trimming leading to seeding in gutters which compromises drains.

### **06.07.24 Police**

#### **a) To report on matters raised with Suffolk and Essex Community Policing Teams**

- **New Suffolk Community Team** – PC Georgia Norman has started, covering Waldingfield, Boxford and Bures St Mary.

- **ASB update** – BMF incident of bench fire on Saturday PM – Prank call. Unaware if pursued further. Alleged assault on Nayland Road. Police requested CCTV however the precise location

was not given and no further contact was made by the police. It was agreed that the Cricket Club CCTV be reattached to act as a deterrent. Action: Cllr Norton

- **Mobile CCTV update** – Waiting to see if the funding criteria for the Local Aware Scheme can be changed to cover £750.00 maintenance fee. If funding acquired, the CCTV camera could be in place potentially for up to 6 months with monthly assessments to justify its location.

- **PSPO update** – Discussed at Peter Watson's meeting on 25.06.24. Several points raised and the Director has asked that the Community Safety Manager write a 'Briefing Paper' to determine next steps.

- **NHW** – Ongoing. No interest in NHW Co-ordinator despite efforts to recruit. BB Facebook currently providing NHW.

**b) Speed Watch Update** – Not enough volunteers. Currently prioritising Bures Hamlet.

**c) Wind Whistle Ridge bench** – Stolen bench identified at a Colchester auction selling for £500. Little information to follow up. PC Randhamie in contact with Dean Manning to investigate.

**d) Fire Tawneys Ride bungalow** – Police concluded no suspicious circumstances.

### **07.07.24 Highway Matters**

**a) St Edmunds Lane** – surface water outside Pilgrim's Rest – Cllr Finch confirmed it was on the list and was simple to rectify but not a priority.

**b) St Edmunds Lane bank** – Concern raised regarding residents throwing their garden debris over the fence causing a landslide of debris into the narrow road. Cllr Finch had not witnessed the problem however this had been raised at the market again with Cllr Aries. To be monitored.

**c) B1508** – Sudbury Road standing water Great Bevills – Being investigated on 19.07.24. Road closure.

**d) B1508** – Road bridge repairs/resurfacing – Footway is satisfactory. Railings are unstable. Works will not be undertaken this Summer.

**e) B1508** – Reconsideration of primary lorry route – Cllr Finch advised that signage encourages use of A134 from some distance (approx. 6 months) promoting local access only. Still ongoing problem. Congestion due to a bus route.

**f) ANPR Scheme request for B1508** – Delayed as advised further vandalism of the ANPR. Work to the SID pole scheduled for 25.07.24

**g) Wharf Lane** – Work completed to fill potholes however aggregate used contained pieces of pottery/glass. Following concerns raised the larger pieces had been removed and SPG were arranging for additional gravel to cover the affected areas. Working party required to spread.

**Cllr Finch left the meeting at 8.00pm.**

**Cllr Reece left the meeting at 8.11pm.**

**08.07.24 National Grid Bramford to Twinstead** – No update.

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

**a) Bus shelter update** - Grant application for max. £10,000 submitted with 3 options: Oak (like 4 like), tropical hard wood and glazed back panels. Receipt has been acknowledged. Additional amount to be paid by BSMPC. Parochial Council were keen for it to be like 4 like or be replaced with a bench seat. The scaffolding in the churchyard has now been removed. It was suggested that a grant/donation request be submitted to the BMF. Action: Clerk Alternatively a local appeal be made. Cllr McCrory suggested a loan arrangement may be possible with Bures Community Centre and could be investigated if required.

**b) Noticeboard** – This has been removed from the old bus shelter and will be stored. Action: Cllr Norton

**Cllr Norton left the meeting at 8.35pm.**

**c) Management of SID** – No SID at present due to the lack of replacement pole on the Sudbury Road and running costs. Currently in storage.

**d) Governors' Hub** – No update

**e) Parish Contractors works list** – Circulated to members in advance.

BDC actioned in May and again recently on the main road. Side roads are falling into weeds. The area behind Beaumont Close is totally overgrown. The newly acquired bush cutter may be used as thick with brambles.

**f) EV Plug-in application** – Katy Hampshire, SCC had made contact offering 3 dates for a virtual round the table discussion with Connected Kerb to include Cllr Jackson, McCrory and Clerk. All agreed on 01.08.24 at 7-8pm. Action: Cllr Jackson

For a site survey, an Asbestos Register is required. Cllr McCrory to investigate whether the Community Centre has one and if not, arrange for a survey to be carried out by Chris Jones. (Approx. £400.00)

**g) EV charging provision for Tawney's Ride residents** – Cllr Reece advised that Babergh & Mid Suffolk are working on a joint EV Charging Strategy, looking at places where charging points can be installed which would be most likely to benefit residents who have no off-road provision.

**h) Joint Parish Council Magazine Update** – Cllr Fairbairn to follow up with Daniel Whiffin.

**i) Fish & chip van trading** – Originally trading at BMF. Tried to trade without paying the premium required by food vans at the event despite being advised in advance of their contract that this was not allowed. Contact eventually made by WG. The situation was explained again however traded from The Horseshoe Pub car park. Two month trial period already extended due to payment issues. To be reviewed again at the next SPG meeting. The Real Thai will not be returning to Bures in the foreseeable future.

**j) Britdens Bites** (Burgers, Hot Dogs, Chips and Churros) – To start trading on 24.07.24 in the Community Car Park (5.30-9pm) at £20.00 pw. Already paid a month in advance. Longer vehicle as horse box with towing vehicle attached. Parking along back car park wall across gate (leaving access to the pedestrian gate).

**k) To discuss use of Glyphosate** – No change to policy.

**l) Parish Online** – Mapping Training – To investigate Friday drop in tutorials online for those registered prior to considering any training. Action: Clerk/Cllr Jackson

**m) Cricket Bat Willow Plantation** – Letter received from JS Wright regarding no ROW through the Willow plantation off Sudbury Road, Lt Cornard.

**n) Letters sent by Chair** – To residents regarding cutting back overhanging hedges etc.

## **10.07.24 Planning**

**a) To report on applications received and any decisions made since the previous planning committee meeting** – see attached list

**b) Responses to applications received since the previous planning committee meeting:**

- DC/24/01580 11 Friends Field CO8 5LH – Planning application – Granted
- DC/24/01992 Corn Hall Cottage Sudbury Road CO8 5JP - Listed Buildings Consent - Pending
- AP/24/00062 (C/22/05995) & AP/24/00063 (DC/22/05996) - Corn Hall, Sudbury Road CO8 5JP – Listed Buildings Consent Appeals – Comments already submitted by parish council will be

Considered at appeal hearing. No further comment required.

**c) Plots 5 & 6 Cuckoo Hill** – As above 05.07.24

**d) To report and follow up as required:**

- **Chambers Bus Depot/Knowle House** – Pending consideration. Planning Officer happy with new plans.

- **Ferriers Farm Barns** – No update

- **Colchester Road Land Sales** – BDC failed to produce an Article 4 for the land which should have been produced prior to any works on the land. Cllr Holland on behalf of BH was following up with Enforcement regarding the current issues with the new landowners and the need for Change of Use.

**1. Water Meadows** – No update

**2. Sales of plots** – Gateways have been cut through some of the hedgerows for access. Highways aware and to investigate.

**11.07.24 Joint Parish Plan 2022-23** – More ideas required to link with NHP. Paul Bryant, Babergh, reviewed draft of NHP. No major changes. Little input from Braintree. An Extraordinary Meeting may be required if agreement is needed prior to September meeting. Action: Cllr Jackson

#### **12.07.24 Audit Matters**

**a) Waiting on External Auditors report for 2022/23 Accounting Statement** - Noted

**b) Internal Auditor** – Clerk to chase letter of engagement from BB Business Associates

**c) Internal Audit Review** date set for 07.10.24 at 6pm via Zoom. Cllr Aries and McCrory to attend on behalf of BSMPC with Georgie Turner to attend as Clerk.

**d) Complaints and Biodiversity Policy** were reviewed and adopted.

#### **13.07.24 Finance Matters**

**a) Finance & Budget monitoring report** – Noted and circulated – No finances available for additional strimming/weeding.

**b) Bank reconciliation report and verifying bank statements** – noted, circulated and duly signed by the Chairman and non-signatory member.

**c) Progress of change of bank address** – Still ongoing

**d) Clerk/RFO Sportsground Committee update/appraisal** – Awaiting School appraisal form to be emailed. Action: Clerk/Cllr Aries/Jackson

**e) CIL Expenditure Report 2023-24** submitted and on website – Noted

**f) VAT claim** – Resubmission of £226.00 now paid.

**g) Bures Sportsground Committee** – Budget submission mid-November – Noted

**h) Bank Statements** – Still ongoing

#### **14.07.24 Correspondence**

The following correspondence was circulated prior to the meeting and was acknowledged. Town and Parish update from BDC – June & July 2024

News from National Landscapes

ECC - Climate Action Packs support Essex Residents and Businesses

Babergh and Mid Suffolk District Councils Gypsy and Traveller and Travelling Show people Call for Sites 2024

Bures Joint Emergency Plan updated

EALC Police, Fire and Crime e-Bulletin

Rural Engagement Team June Newsletter

Public consultation on draft Essex Cycling strategy

Safety of Lithium ion Batteries and e-bitraceyblunsdon@gmail.com and scooters

### **15.07.24 Reports**

- a) Asset report – Cllr Jackson – Will be circulated once completed.
- b) Sportsground – Draft minutes circulated in advance
- c) Community Centre – No minutes to circulate. Cllr McCrory advised fraudulent bank withdrawals had been made. Following investigations by Lloyds, the monies had been refunded.
- d) Cemetery – Draft minutes circulated
- e) Jubilee Grove/Transition Group Report – Circulated in advance
- f) Bures Common Land Trust Report – Annual report circulated at May meeting
- g) Station Adopters – July Report circulated in advance
- h) Rights of Way – No report
- i) Joint Neighbourhood Plan – No report
- j) Tree Warden – Circulated in advance
- k) Primary School - Circulated in advance
- l) Joint Emergency Plan – Circulated in advance

### **16.07.24 Brief information & exchange for next agenda items**

- **BH Meeting** – BSMPC representatives for September and November 2024 were not finalised due to the recent resignations. To be agreed nearer the time.

**17.07.24 Date of next meeting:** Thursday 19<sup>th</sup> September 2024 to be held at Bures Community Centre, Nayland Road at 7.30pm. All agreed due to the current low council numbers that the Committee Room would be suitable if available as a cost saving. Action: Clerk

**Future meeting dates agreed:** 21<sup>st</sup> November 2024, 16<sup>th</sup> January 2025, 20<sup>th</sup> March 2025

Signed:

Dated: