

**Minutes of Bures Hamlet Parish Council Meeting
Monday 16th January 2017 at the Garrad Room,
Bures Community Centre, Nayland Road**

Present: Cllrs D Lee, C Barnham, B Wilson, M Welch, A Crowe, D Kennett,
D Matthews, Cllr D Ambrose (Bures St Mary PC),
Cllr W Scattergood (BDC), Cllr D Finch (ECC)

In the Chair: Cllr David Lee

Clerk: Mrs Jenny Wright

Also Present: 4 members of the public

On behalf of Bures Hamlet Parish Council, Chairman David Lee gave a short tribute to the highly respected Essex County Cllr Joe Pike who had recently died aged 87 years. A minutes silence was then held to mark his sad passing.

1/01/17 APOLOGIES FOR ABSENCE

None received.

2/01/17 DECLARATION/REGISTER OF INTERESTS/DISPENSATIONS

To receive any 'pecuniary' or 'non-pecuniary' interests and dispensation requests – none declared.

3/01/17 MINUTES

The minutes of the previous Parish Council Meeting of 21st November 2016 were approved and signed as a correct record (previously circulated).

4/01/17 PUBLIC FORUM

15 minutes maximum public participation

3 minutes for individual contributions unless longer required

There were 4 members of the public present.

Mrs Jennie McCrory put forward information on Dementia Friends which is funded by the Alzheimer's Society. She was keen to promote and asked if the parish council could consider inviting Howard Lowe to give a presentation at its APM in March with an aim to forming a dementia friendly community for Bures. The Chairman thanked Mrs McCrory and agreed to discuss at Agenda item 11 as a presentation on the AONB had also been put forward.

Mr Barnham raised the issue of loss of parking spaces following the installation of the pedestrian safety island in Colchester Road. The Chairman noted that he had received a complaint regarding the recent installation. Both items to be discussed at Agenda item 7a.

5/01/17 POLICE

No police representative in attendance as per current force directive. Weekly police reports circulated.

The PCC 'Helping your Communities to be Safe & Secure' – circulated and noted.

Details of the Launch of Essex Restorative & Mediation Service volunteers – circulated and noted.

6/01/17 COUNTY/DISTRICT COUNCILLOR REPORTS

County Councillor Report

Cllr Finch advised that he had followed up on the outstanding resurfacing works to the Bridge Street footway and confirmed that works would commence as a priority in April. The Chairman offered his thanks to Cllr Finch for his input in this matter plus the recently completed pedestrian safety island at Colchester Road. The Clerk noted that some inconsiderate drivers were dangerously using the quickest route for access via the safety island. Clerk to report all incidents to Cllr Finch and these would be brought to the attention of the Police Crime Commissioner. He also agreed to follow up on the outstanding repairs to the damaged sign at Mount Bures junction.

Cllr Finch reported on the County Council Budget. No increase in Council Tax but the Social Care precept to be increased to 3% as per Government ruling. He had also written to all ministers that Social Care Funding urgently needed to be increased.

District Councillor Report

Cllr Scattergood reported on the BDC Draft Local Plan and the decision to remove Sites Bure 165 and 166 from the draft plan. Bure 166 to be replaced with an informal recreation designation. Bure 622 had been submitted during the public consultation but it had been agreed not to allocate the site in the Draft Local Plan. Cllr Scattergood noted that BDC was currently assessing 3 possible sites for developing as Garden Communities within the district.

She also noted on the A120 improvements, Dementia Awareness Week training for BDC staff and Officers and the launch of the AONB extension proposals. 2 local organisations had applied for a grant from her Locality Budget.

Cllr Schmitt, Cabinet Member for Environment and Place had responded to resident's concerns regarding the move by BDC to suspend the green waste collection service during December, January and February. She also confirmed that the charges for the year reflected the reduction in the collection cycle. Although the members and public present had continuing concerns it was agreed to not pursue the matter any further.

7/01/17 HIGHWAYS

1) Local Highways Panel requests:

- a) Central pedestrian island at Colchester Road/Bridge Street – the Chairman reported on the background history leading up to the traffic calming measures currently being installed. A loss of parking space had been necessary within the road layout design. An additional dropped kerb and parking on pavement issues being followed up. Traffic speed and parking issues would continue to be monitored.
- b) Removal of dropped kerb at Bridge Street – scheme had been assessed as feasible and currently being considered by the LHP Panel.
- c) Bus shelters – Clerk to submit request for two sites to be assessed for the installation of a bus shelter.

2) ECC Deed of Dedication FP33: ECC notified the parish council of its intention to dedicate the current permissive path adjacent to Brook House Road in Bures Hamlet. A draft Deed of Dedication had been circulated and the parish council gave its full support to the proposal.

3) Anglia Level Crossing Reduction Strategy: Objections to the proposed closure of E54 The Paddocks had been submitted both under Phase 1 and Phase 2 of the Public Consultations. The Clerk was in receipt of objections to the proposals raised by MBPC. Still waiting on final report.

- 4) **Footpath at No. 4 Lamarsh Hill:** The matter now being assessed by ECC Legal Services. The Clerk had confirmed the boundaries and the parish council's view of an unauthorised breaking up of the tarmac footway.
- 5) **Colchester Road/Water Lane flooding issues:** BDC had cleared all drains in the vicinity. 2 extra drains had been installed in Station Hill and a drainage channel in the pavement from the 8 Bells PH down to the corner of Station Hill. Cllr Kennett noted that there were still unchecked drains buried under overgrowth in Colne Road. Clerk to follow up. The Clerk had contacted the owner of the corner cottage in Water Lane with a view to clearing the overgrowth along the ditch. This work was scheduled to be done as soon as possible.
- 6) **Bridge Street footway:** Resurfacing to be actioned as reported under Agenda item 6.
- 7) **Damaged sign at Mount Bures junction:** Sign reported to ECC again under Reference 2484516. Cllr Finch agreed to follow up for urgent action.

8/01/17 PLANNING

All applications received and comments made – see attached list.

BDC Local Plan: The Chairman reported that he had attended the Local Plan Sub Committee meeting held on 15th December along with the Clerk and Mr Randall. He and Mr Randall plus 2 members of the AONB spoke against the 2 sites Bure 165 and 166 being included in the Draft Local Plan. Cllr Scattergood motioned for the two sites to be removed and this was agreed by the Committee on the grounds that the 2 sites could be seen to be detrimental to any future AONB extension. Bure 166 replaced with an informal recreational designation. Bure 622 not allocated.

9/01/17 ITEMS FOR UPDATE AND FOLLOW UP

- a) Vacant garage site – nothing further to report to date.
- b) Assets of Community Value – BHPC had agreed not to progress any further ACV nominations for BH but BSMPC was currently progressing an ACV for the Three Horseshoes PH with the consent of the owner.
- c) Joint Emergency Plan – Tim Underwood still progressing the plan forward with the Clerk's assistance. A meeting with Emergency Planning Officers from both District Councils to be arranged.
- d) Joint Community Plan – a Core Group had been set up to forward the Plan with Chairman, Secretary and Treasurer duly elected. A meeting was scheduled for 27th February to formally launch the project, to gain opinions and themes for the questionnaires and to sign up Volunteers to assist.
- e) Open Spaces Action Plan – this is a key document used by the LPA to justify seeking S106 contributions for public open space improvements. The parish council had put forward recent updates to the plan for Bures Hamlet and therefore was satisfied with the current OSAP. Clerk to inform BDC.
- f) Gateway entrance signs - £2,000 had been earmarked and the Clerk would investigate whether there was enough highway verge space for the signs to be installed.
- g) Lighting at Lamarsh Hill bungalows – sensors installed as previously agreed but minor light adjustment still to be actioned.
- h) Electricity cable undergrounding at Station Hill – Dan Dobson of Network Operations confirmed that he had received the consents required to replace the overhead electricity line in Station Hill with underground cable. Works programmed for 2017.
- i) Bollard lamp at The Paddocks footway – lamp had been checked by A & J Lighting and owing to an underground fault the works had been processed to UK Power Networks for action.

10/01/17 FINANCE

Finance & Budget Monitoring Report – circulated, noted and attached.

Bank reconciliation dated 6th January 2017 – circulated, noted and attached.

Verifying bank statements – circulated, noted and attached.

The parish council precept 2017/18 to BDC was duly agreed and signed.

Council Tax Base for 2017/18 - £318.68 – duly noted.

Details of the Government's decision not to extend council tax referendum principles to any size of parish or town council in 2017/18 – circulated and noted.

It was noted that £1,000 was currently held in reserve for use against the Joint Community Plan expenses. It was agreed in principle that any costs incurred should be met in the first instance via BSMPC with 50% reimbursement from BHPC on request.

11/01/17 CLERK'S REPORT PLUS ANY ITEMS FOR ACTION

Circulated and attached.

The Chairman reported on the exceptional grounds maintenance work carried out by parish contractor Nigel Norton during 2016.

Two suggestions had been put forward to the members for a short presentation at the Joint APM on the 30th March. Howard Lowe of Dementia Friends and Simon Amstutz of the AONB were both willing to attend. Following discussion it was unanimously agreed to invite Howard Lowe of Dementia Friends. Clerk to inform BSMPC at its meeting on Thursday.

Members confirmed that they would prefer to continue to pursue for a designated route rather than improved access for ROWs 1,3 & 4 at Ferriers Pit.

12/01/17 PHYSICAL RISK ASSESSMENT

Cllr Ben Wilson had circulated his report prior to the meeting and all assets reported in a very satisfactory condition.

13/01/17 GOVERNMENT CONSULTATION PAPERS/LEGAL TOPIC NOTES

None received.

14/01/17 REPORTS

Bures St Mary PC: Cllr Carol Barnham agreed to attend the next meeting. New traffic regulations being implemented on the B1508 in January. School kerbside drop off scheme being investigated. Bank House improvements still being pressed for action by BDC Building Control. War memorial base lettering to be cleaned and laurels to be reduced.

Cemetery: Cllr Lee reported: Winter maintenance works in hand. Waste skip now in place at rear of cemetery. Screening of skip being followed up. An annual site meeting scheduled for March.

Sportsground: Cllr Welch reported: Morphus Project delayed but now due be installed in the spring. All advertising, media coverage and marketing plus any costs borne to be covered by Morphus Productions as a formal apology for the continuing delay. Coronation shelter painted. Repairs as raised via the Annual Play Inspection being followed up.

Community Centre: Cllr Crowe reported: A licence was now required for the Cinema events and therefore ticket price to be increased from £4 to £5 to cover this cost. Attendance numbers just breaking even. Child numbers at Noah's Ark Nursery increasing. Concerns had been raised with the Management Group regarding the excessive number of signs erected in the building. Matter being followed up with the Caretaker.

Rights of Way: Hugh Turner, Parish ROW Ranger had circulated his report prior to the meeting. FP between Ferriers Lane and Bakers Hall cleared. New footbridge at Ferriers end. Highways unable to clear path through Ferriers Wood owing to serious bog and overgrowth. Major works required. Footpaths at Ferriers Pits remain on his agenda.

Station Adopters: Report circulated. Station hut paintwork repaired over the Xmas break. Some minor damage but generally vandalism much improved. Greater Anglia had withdrawn from GLAG which gave concerns for the future of the Forum.

Transport: Cllr Welch to attend the DaRT 3 meeting in February. The booking system was improving and overall the scheme was beneficial for the district.

Tree Warden: Nothing to report. Clerk confirmed that Mr John Evans was extremely happy to continue as Parish Tree Warden for 2017.

Bures Primary School: The school had been awarded the Dyslexia SPLD Trust accreditation for supporting pupils. It had also achieved the Bronze Lingumarque as a reflection of its quality of teaching and provision in modern foreign language especially French.

NHW: Newsletters circulated regularly. Nothing to report.

Community Agent: Jayne Layken to attend the Wednesday morning coffee morning at St Mary's Church in February.

Bures Common: Restoration of the barn was now a community project with local craftsmen willing to carry out the necessary work to make the barn safe and useable. Cost of materials to be raised from the monthly markets income and fundraising events. Change of use from agricultural to be applied with a view to installing a kitchen and toilet.

Next Market – 11th March at 10.00am.

15/01/17 INFORMATION EXCHANGE/NEXT AGENDA ITEMS

The Clerk informed the members that Cllr Derek Matthews had achieved a remarkable 48 years as Parish Councillor to Bures Hamlet Parish Council on the 6th January 2017. Cllr Matthews subsequently informed the Council members of his intention to retire at the next meeting on the 20th March. Members agreed that his retirement should be formally recognised. Clerk to follow up.

16/01/17 DATE OF NEXT MEETING

Monday 20th March 2017 - to be held at The Garrad Room, Bures Community Centre at 7.30pm.

Future dates booked 2017: 30th March (Joint APM), 15th May (AGM).

Future dates agreed for 2017/18: 17th July, 18th September, 20th November 2017
15th January 2018

The meeting closed at 9.25pm.

