

**Minutes of Bures St Mary Parish Council Meeting
Thursday 16th July 2026
At Bures Community Centre at 7.30pm**

Present: Cllrs J Aries, G Jackson, S Jones, J McCrory, M Elder (BHPC), I Reece (BDC)

Chair: J Aries

Acting Clerk: R. Everitt

01.07.26 Apologies for Absence –

Cllr T Fairbairn - Holiday

Cllr P Faircloth-Mutton (SCC) - Holiday

Cllr O Giles- Work commitment

Cllr L Norton - Prior arrangement

Apologies accepted by those members present.

02.07.26 Declarations of Interests & Dispensation Requests –

No 'Pecuniary' or 'Non-Pecuniary' Interests or Dispensation requests received.

03.07.26 Minutes - Minutes of the Parish Council Meeting of 28th May 2026 were approved and signed as a correct record (previously circulated).

04.07.26 Co-option of new members – There are currently two vacancies for Parish Councillors.

05.07.26 Extended Public Forum -

An extended Public Forum was arranged at the request of a Bures St Mary resident. Due to the World Cup 2026 arrangements, an Extraordinary Meeting had to be cancelled at short notice. The extended public forum format was agreed to be the most convenient alternative arrangement. The public were invited to give views and question Bures Hamlet and Bures St Mary Parish Councils on issues relating to episodes of ASB in recent weeks and to raise issues for consideration or inclusion at future meetings.

Separate draft minutes for the Extended Public Forum will be circulated for approval at the meeting on 24th September 2026.

On the closing of the extended Public Forum, the members continued with the remainder of the agenda.

County Cllr, Phillip Faircloth-Mutton No report received and currently on annual leave.

District Cllr, Isabelle Reece Noted the email received from Cllr Fairbairn regarding school disabled access repair. This is now being investigated by SCC Highways as it is their responsibility.

Bures Hamlet Parish Council - Nothing to report currently.

06.07.26. Police

- a) To respond to ASB issues raised in the public forum and any measures to be considered/financial implications. Ongoing close liaison with the Suffolk and Essex Police will continue over the summer months and beyond to pre-empt any further episodes of ASB in the village. Action points recorded in the draft minutes of the Extended Public Forum. Members of the public want the provision of CCTV on the Sportsground to be investigated.
- b) Central Stores report of shoplifting – The proprietors have received crime prevention advice. Recently 12 youngsters were seen inside the shop at one time. Staff did not ask anyone to wait outside. A sign requests that only 4 school children should be in the shop at one time.
- c) Fire Bevills Barn Wind Whistle Ridge – Friday 13th February. No further information.
- d) ANPR/Speeding B1508 – one week 7th May – Results taken of traffic coming into the village 07/05/2026 - 14/05/2026 -
Bures St Mary - B1508:
Total Photos: 2641
30-34mph: 1981
35mph+: 660
40mph+: 89
Fastest speed: 48mph (Jon Shaw ANPR Officer) -
An additional ANPR pole could be erected to track outgoing traffic at the approximate cost of £400. Cllr Reece advised that next year's locality budget could be allocated to this project. Suffolk Highways will be approached for an assessment. SC Cllr Faircloth-Mutton's approval is also required for any Highways project.
Whilst on the B1508 pole, the SID got turned and buckled. The fixing doesn't need repairing but is now offset.

07.07.26. Events

- a) Bures Music Festival 8th- 12th July 2026- BSMPC would like to thank all involved for their hard work and effort. Noted the incident on Saturday evening and that it was dealt with swiftly. The community centre was left in a good condition too.

08.07.26. Planning

- a) To report on applications received and any decisions made since the previous planning committee meeting – See Planning Appendix
Sunlea - This was a planning only opinion and heritage were not consulted.
- b) To note the response submitted to any applications received since the previous meeting:
See Planning Appendix
- c) To report and follow up as required:
 - Chambers Bus Depot/Knowle House - nothing to report
 - Greenacres, Packards Lane, Wormingford Colchester Borough (Ref:251634 extended consultation period now in place.
 - Land East of Colchester Road – 26/00470 Braintree D.C. - **Dismissed**
- d) Procedural Guide for appeals relating to applications dated on or after 1st April 2026 - Document has been received. Cllr Reece thanked for following up. This will be referred to in due course.

09.07.26. Finance Matters

- a) Finance & Budget monitoring report –circulated and noted. BDC street team have monies that could be allocated to CCTV. Cllr Aries will liaise with Victoria Sargent about option three for CCTV.
- b) Bank reconciliation report and verifying bank statements – circulated and signed.
- c) Finance Reports from the Joint Sportsground Committee and Joint Cemetery Authority - previously circulated -noted.
- d) To reconsider allocation of CIL monies- it has been suggested that the CIL monies can be spent on a traffic survey for Nayland Road. Awaiting SC Cllr Faircloth-Mutton’s advice on this.
- e) To discuss the recruitment of the Parish Clerk/RFO – Mrs Rachel Everitt will take up the position of Clerk to the Parish Council and the Sportsground Committee on a phased approach as from September 2026.
- f) To approve continuation of Mrs Jenny Wright as locum RFO - Agreed.
- g) To consider any proposed expenditure for emergency projects not identified in the 2026-27 budget- none identified

10.07.26. Audit

- a) Matters to agree and approve:
 - i) Safeguarding Policy to be reviewed - agreed
 - ii) To note Internal Audit Review scheduled for 5th October 2026 via Zoom JA/JMcC. Mrs Everitt to also attend.
 - iii) To note Gallagher insurance Pre-renewal Questionnaire submitted (renewal 1st October) with 3-year Long Term Undertaking and increased cover for war memorial to £7000- agreed.

11.07.26 Parish Clerk’s Report - Cllrs to acknowledge receipt and present questions by exception

- a) Highway Matters
- b) Bramford to Twinstead Reinforcement
- c) Miscellaneous Matters
- d) Joint Bures Neighbourhood Plan & Bures Parish Action Plan - Currently waiting for BDC to agree the action points. It cannot go to a public referendum until this has been done. Once approved, Paul Brian will prepare the plan for public referendum.
- e) Correspondence - Expression of interest has been submitted to National Grid for a grant for CCTV.

12.07.26. Reports: Cllrs to acknowledge receipt and present questions by exception

- a) Asset report – no issues to report **24th Sept: Jan Aries**
- b) Sportsground (BPAP 3 i) Meeting held 13th July - minutes circulated
- c) Community Centre
- d) Cemetery – Meeting to be held 7th September 2026
- e) Jubilee Grove/Transition Group Report (BPAP2ii)
- f) Station Adopters – reports to be submitted alternate meetings
- g) Rights of Way (BPAP 2 iv) nil to report.
- h) Tree Warden (BPAP 2 i) nil to report - see planning appendix.
- i) Bures Common Land Trust - nil to report.

13.07.26. Brief information & exchange for next agenda items

- BSMPC representatives for BH meeting on 20th July: Cllr McCrory 21st Sept: Cllr Fairbairn or

Cllr Aries

BH Representative for BSMPC meeting 24th Sept: John Child 26th November: Cllr Shackell

14.05.26. Date of next meeting: 24th September to be held at the Community Centre Nayland Road at 7.30pm

Meeting closed at 21:45.

Future meeting dates 2026: 26th November

2027: 21st January, 18th March, AGM 20th May

APM: 22nd March 2027

Mrs Jan Aries and Ms Rachel Everitt

Acting Clerks Bures St Mary Parish Council