

Minutes of Bures Hamlet Parish Council Meeting
Monday, 15th January 2024
held at Bures Community Centre at 7.30pm

Present: Cllrs R Shackell, M Baker, S Keeble-Fox, S Manning, K McAndrew,
M Welch, J Aries (BSMPC Chair/Transition Group)
In the Chair: Cllr R Shackell
Also present:: J Wright (Clerk), Cllr D Holland (BDC)

01/01/24 APOLOGIES FOR ABSENCE

Apologies received from Cllr P Schwier (ECC).

02/01/24 DECLARATION/REGISTER OF INTERESTS/DISPENSATIONS

To receive any 'pecuniary' or 'non-pecuniary' interests and dispensation requests.

No interests declared and no dispensation requests put forward.

The BDC Monitoring Officer requested all members to review their Register of Interests - noted

03/01/24 MINUTES

Minutes of the Parish Council Meeting of 20th November 2023 (previously circulated) were duly approved and signed as a correct record.

04/01/24 PUBLIC FORUM

15 minutes maximum public participation

3 minutes for individual contributions unless agreed by Chairman

No members of the public present.

County Councillor: Cllr Schwier not in attendance to present a report. However, all correspondence between meetings from Cllr Schwier have been circulated.

District Councillor: Cllr David Holland reported on the following: The 40mph speed limit proposal for the Henny Road has been signed off by Cllr Schwier and forwarded to the LHP. Bramford to Twinstead NG – substation is going ahead. NG appear to be listening to local concerns and are in talks with local landowners. Temporary roads being dug across farmland. BDC budget - £2million gap in spending. Good uptake on green bins. Bus consultation circulated. DaRT 3 to be retained with funding until 2026. Advertising to be taken to Bures Market and local retailers. BDC has published its five-year housing land supply which shows the authority can meet government targets for housing.

A resident had written to Cllr Holland and the parish council regarding planning application 23/02716/TPO Pen-lan, Lamarsh Hill. The Parish Tree Warden has been monitoring the trees specified in the application. She also had no objections to the proposals but advised that two damaged trees adjacent at Pine View had been removed under emergency precautions. There remained several dead/poor trees on site which needed attention. Land owner to meet with a Planning Officer to discuss options as all trees are under a Tree Preservation Order.

Bures St Mary Parish Council: Cllr Aries reported on the following: The Bures Joint Annual Parish Meeting is scheduled for Monday 25th March. She asked if the previous year's meeting format had been acceptable. Members all agreed it had been a successful event. The new HeadTeacher has agreed to be a Speaker. Looking at options for a second Speaker. Displays suggested for the evening – NHP, SpeedWatch, Station Adopters, Bures in Bloom, The Rural Caravan, Good Neighbour Scheme. Cllr Aries also noted that BSMPC, as part of 6 Suffolk parishes is lobbying National Grid not to use the track leading from the B1508 adjacent Walnut Tree House as its lorry route.

05/01/24 POLICE MATTERS

a) Issues raised with Community Policing Teams: Essex police representatives attending the monthly visit by the Rural Coffee Caravan at Bures Common. Request for an increase in police presence made to Essex Police in regard to speeding issues throughout the parish. PC Callum Barber, part of the Rural Engagement Team advised that they are available to attend local events.

b) BSM SpeedWatch: Cllr Aries reported that the team, although short of volunteers, is managing 3 shifts per week. Wheelie bin stickers, supplied by the parish council, have been delivered to all households in Colchester Road.

06/01/24 HIGHWAY MATTERS

Members noted that all LHP applications must be completed via a new online submission scheme.

a) The following LHP requests for reporting and follow up:

1) Colchester Road: Following the agreement by BDC for the shared SID to be installed at Colchester Road, members agreed it sensible to use pending data made available by STC as demonstrable evidence of speeding. This data will support a revised LHP request for traffic calming measures along Colchester Road.

2) Roundel markings: The Chair considered that any LHP request for 30mph roundels along Colchester Road will likely be refused once again owing to the location. Cllr Schwier has confirmed his support for 30mph signs to be fixed to existing lamp posts to remind motorists of the speed limit. Clerk to follow up.

3) 30mph extension for Lamarsh Hill: Cllr Schwier confirmed that the LHP request has been passed to the Design Engineers for validation. No further update.

4) Traffic calming at Hill Top, Lamarsh Hill: Members considered that a traffic calming request could be wrapped within the Middleton Road/Lamarsh Hill 40mph proposals. Agreed to leave this item until the current proposals are accepted.

b) TRO for Colchester Road: Cllr Shackell has been monitoring the parking situation along the Colchester Road. He noted that the Royal Mail vans were only parked for a short periods. He also had not seen any major parking issues. It was agreed Cllr Baker and Cllr Shackell would continue to monitor the situation.

c) Middleton Road to Lamarsh Hill: Members remain in support of Cllr Holland's proposals for a 40mph speed limit along the Henny Road which is predominantly subject to a 60mph limit. See Agenda Item 4 District Councillor report.

d) Flooding issues: Members discussed the flooding issues arising via Water Lane. Water from flooded fields entered into Water Lane brook gushing out into Station Hill and Colchester Road creating issues for property owners and drivers. Extensive works by ECC Highways had greatly improved the situation but problems still occurred during excessive downfall. The brook had been cleared several years ago but is again in need of attention. Although this falls under Riparian Rights members agreed the Clerk should obtain costs to clear the brook of debris. She would also investigate Flood warning signs and purchase if within budget. Sandbags had been distributed as required.

e) B1508 bridge repairs: Rose's Store reported a substantial negative impact on trade from the recent road works. The temporary surface on the walkway over the bridge is beginning to lift. The permanent repair is planned for later in the year along with the refurbishment of both the road bridge and the Millennium footbridge.

f) Bridge Street resurfacing: Works scheduled but no planned date.

07/01/24 PLANNING

a) All applications received and comments made to date as per attached list.

b) Applications requiring consideration at this meeting:

24/00026/HH No. 42 The Paddocks CO8 5DF – no objections

23/03027/HH Bakers Hall Farm CO8 5DJ – no objections

23/02768/TPOCON No. 2 Hamlet Court CO8 5BD – Tree Warden has no objections

24/00051/TPO Stour Valley House, Station Hill CO8 5DD – felling of Oak tree - objections raised - response to be submitted to BDC.

c) Jubilee Grove:

Gifting of land: Ownership of the residual strip of land in the Grove has now been transferred to the parish council. Waiting on Land Registry completion. The Jubilee Grove is now owned in its entirety by the Parish Council.

d) Land sales at Colchester Road:

1) Water Meadow: Following an Expression of Interest (E.O.I.) submitted last year to the UK Government Community Ownership Fund to enable the purchase of the Water Meadow, an application for funding will be submitted shortly. The application to include the riverbank and footpath. Financial support to assist with match funding has been offered and letters of support had been received from a number of different individuals/organisations. The water meadows will be grazed for part of the year as part of their management with the land being made more accessible to the public, similar to the Sudbury Water Meadows.

2) Article 4 Direction: The timescale of the land sales had not allowed an Article 4 Direction to be made.

3) Plot sales: All plots adjacent to Normandie Way have been sold. Fencing being installed. Highly unlikely that current planning policy will allow building but could be used for grazing livestock.

e) Report on other planning matters:

1) Ferriers Farm Barns: Prior Approval application 23/01976/COUPA – BDC decision – full planning permission is required. No full planning application submitted to date.

2) Garage site: Builders are on site and activity has resumed. Foundations installed. Agreed to remove this item from next agenda.

3) Chambers Bus Depot site: No further update on the Heritage Officer's concerns about the possible significant loss of the historic buildings, which, although non-designated heritage assets, contribute to the character of the Conservation Area. Babergh Planning Department still to approve Conditions 43 and 44 (remediation and demolition strategies).

4) Land at Penlan: No further action by ECC since previous meeting. Tree Warden continuing to monitor the situation regarding the recent application to reduce the height of the trees to allow a new telephone mast to be installed. Agreed to remove this item from next agenda.

f) National Grid Bramford to Twinstead: Notification of issue-specific hearings received. All future open floor hearings cancelled. Within the northern Essex parishes, a key concern is National Grid's approach to consulting and proposing haul road routes across farmland. The substation situated between Twinstead and Wickham St Pauls is progressing.

08/01/24 JOINT PARISH PLAN 2023-24 AND JOINT NHP

a) Joint Parish Plan 2023-24: Both Cllr Shackell (BHPC) and Cllr Aries (BSMPC) had reviewed the plan and it was accepted by the parish council. The plan to be presented at the BSMPC meeting on Thursday. Once accepted by both parish councils the Clerk agreed to place on the Joint Parish Council website.

b) Progress of NHP: The Plan is in the final stages of its Draft. Once finalised and distributed, members of both Parish Councils will have the opportunity to consider the Draft before a Joint meeting with the Chair of the Steering Group.

c) NHP Local Green Space identification letter: Members questioned the Green Spaces identified in the letter as they did not reflect the areas owned by the parish council. The Clerk to respond to the NHP Secretary.

d) Minutes of the NHP Steering Group: Minutes of the 6th November had been circulated and were accepted by those members present.

09/01/24 ITEMS FOR UPDATE, REPORT AND FOLLOW UP AS REQUIRED

a) Shared use of BSM Speed Indicator: The Parish Council has received approval from Essex Highways for the SID to be mounted on a pole at Colchester Road. Sudbury Town Council Warden will undertake its installation and management. The SID is to be shared, on a monthly basis, between the Sudbury Road and Colchester Road sites.

b) Station Hill garden: Volunteers maintaining the garden. A water diverter tank and guttering installed plus a 50 litre trolley mounted waterer purchased. Leaf fall to be cleared. Clerk progressing the project.

c) Christmas lights event: This had been a very successful event and members thanked the Christmas Light Team for all their hardwork in making the event a success again this year. A donation of £370.00 has been received from the Community Pop Up Shop which gives any proceeds it makes back to the community.

f) Bridge Street shelter repairs: The ECC Microgrant application had been unsuccessful. BSMPC to arrange for the shelter repairs to proceed in the spring with costs to be met from its current CIL fund.

10/01/24 GROUNDS MAINTENANCE CONTRACT

The current 3 year contract with JPB Landscapes is due for renewal on the 1st April 2024. Although members noted that there were no issues with the current contractor it was agreed the pending renewal should be duly advertised. Application deadline 1st March. Clerk to follow up.

11/01/24 DRAFT BUDGET

The 3 year draft budget 2024-27 was re-presented to the members as agreed at the November meeting. The proposal to increase the BDC 2024-25 precept to £32,817, a £1000 increase on the previous financial year was agreed. Members also agreed to the following: to reduce the Sportsground Committee budget by £321.43 to £8,000, to reduce the Cemetery Authority budget by £500 to £5,500, to increase the Jubilee Grove budget by £500 to £1,000 and to increase the Projects budget by £1,000 to £1,500. The Draft Budget was duly approved and the BDC precept request forms duly signed.

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12/01/24 FINANCE MATTERS

Business Access A/C balance: £15,019.24 Community Account balance: £6,774.58

a) Finance and Budget monitoring report - noted, circulated and attached.

b) Bank reconciliation and verifying bank statements dated 6th January 2024 noted, circulated and duly signed by the Chairman and non-signatory member.

c) The transfer of accounts to Lloyds from Barclays completed with signatories updated.

Both Barclays accounts now closed. Bankers Automated Clearing System (BACS) working well.

d) NALC Revised Model Contract of Employment circulated. Chair agreed to discuss with the Clerk if any revisions required to her existing contract.

At this point the Chairman requested the meeting to continue after the 2 hours per Parish Council Standing Orders. All members present agreed.

13/01/24 CLERK'S REPORT PLUS ANY CORRESPONDENCE RECEIVED FOR ACTION

This had been previously circulated (attached and published on website).

Matters for noting and action as required: Clerk to inform Braintree Association of Local Councils (BALC) that the parish council will no longer be subscribing to the Association.

14/01/24 REPORTS - All reports had been circulated prior to the meeting. Councillors acknowledged receipt and were able to present questions by exception.

Asset Report: Cllr Baker had circulated her report prior to the meeting. All assets in a very satisfactory condition. A virginia creeper needed cutting back from the lamp post along the Paddocks footpath. Further growth required cutting back from Woolpit Downs lamp in the spring. Leafall needed to be cleared at various locations.

Cemetery Authority: Minutes of the Cemetery Authority meeting of 11th September circulated, published on the parish council website and available to view online. January draft minutes not yet available to view.

Sportsground Committee: The draft minutes of the Sportsground Committee of 11th January circulated, published on the parish council website and available to view online.

Community Centre: Next Committee meeting scheduled for 22nd January. The Committee is still in need of a Treasurer.

Rights of Way: Cllr Keeble-Fox had circulated her report to members. This has been published on the parish council website and available to view online. Issues with horse riders using FP33. The Clerk to contact Mount Bures Parish Council to discuss if Cllr Keeble-Fox's suggestion to install 'No Horses' discs along the footpath was acceptable. Also to follow up if the footpath could extended down to the Colchester Road.

Transport: Cllr Welch referred members to the ECC Bus Consultation which closed in October 2023. He noted that bus No. 83 now terminates at Colne Engaine.

Station Adopters: Mary Turner, Lead Station Adopter had circulated her report on behalf of Bures Station Adopters and this has been published on the parish council website and available to view online.

Tree Warden: Nothing further to report to the meeting. See Item 7(b) Planning.

Primary School: Cllr Fairbairn, Chair of School Governors had circulated the his report. This has been published on the parish council website and available to view online.

15/01/24 INFORMATION EXCHANGE/NEXT AGENDA ITEMS

It was noted that the Clerk is continuing to follow up with Essex Police to deter the parking advisory notices being placed on vehicles by a local resident.

16/01/24 DATE OF NEXT MEETING

Monday 18th March 2024 to be held at Bures Community Centre at 7.30pm.

Future dates booked for 2024: APM 25th March, AGM 20th May,
15th July, 16th September

The meeting closed at 9.45pm

Signed:

Chairman

Date