

Minutes of Bures St Mary Parish Council Meeting

Thursday 20th March 2025

At Bures Community Centre Nayland Road at 7.30pm

Present: Cllr J Aries, G Jackson, J McCrory, O Giles, S Jones, L Norton, S Manning (BHCP), J Finch (SCC), G Turner (Clerk), one member of the public

01.03.25 Apologies for Absence – Cllr Fairbairn (Last minute commitment), Cllr Reece (Another engagement)

02.03.25 Declarations of Interests & Dispensation Requests – No Register of Interests declared or Dispensation Requests put forward.

03.03.25 Minutes - Minutes of the Parish Council Meeting of 23rd January 2025 duly approved and signed as a correct record (previously circulated)

04.03.25 Co-option of new member

- **Interest** has been received from a resident, who has recently moved to the village. They attended the meeting to understand more about the PC to give it consideration. No further interest has been received.

- **Basic Councillor Training** – This has been booked for Cllr Jones and Cllr Giles in April 2025.

- **Appointment of new Clerk for Bures Sportsground Committee and St Mary PC** - Kevin Money, who is CILCA qualified, will take over as Clerk and RFO of BSMPC and BSPG as of 01.04.25. Kevin has 15 yrs experience and currently works for several parish councils including Mount Bures and Little Cornard. There will be a handover on 27.03.25. Due to other commitments, the meetings will be moved to the 4th Thursday of the month. Cllr Keeble-Fox is unable to attend the new BSPG date therefore a new BH Councillor will be sought to join the Committee.

05.03.25 Public Forum – One member of the public present but no matters raised.

County Councillor – Report for March circulated in advance. (No February report)

District Councillors - Report circulated in advance. Cllr Finch focused on devolution with Suffolk being one of only 6 areas in the country chosen by government to be fast-tracked. The reforms will see all six of Suffolk's district, borough and county councils disbanded, to be replaced by one unitary authority responsible for delivering all local services, currently delivered by the different tiers of local government. It will see the election of a mayor (covering Suffolk and Norfolk) in May 2026, who will take control over strategic policy areas like transport infrastructure, economic development, health improvement and blue light services. Devolution will offer the opportunity to rationalise and cut costs.

Bures Hamlet Parish Council – Cllr Manning advised at the BH meeting devolution was discussed as Essex is also in the priority group. Cllr McAndrew has resigned due to health issues. John Childs has expressed an interest and will be joining the PC. Bleed kits and the new proposed date for training was discussed. A safer crossing point at Colchester Road was still being pursued with a survey pending. The speed limit reduction on the Henny Road to 40/30mph would not be pursued further as advised no justification. When the bridge is closed, this will be extremely busy and the condition of the road will further deteriorate. The planning violation on the Colchester Road continues to be pursued with the caravan now being painted camouflage. The installation of a portaloo on the flood meadow is being investigated. Cllr Keeble-Fox will be leading the next Hedgehog Working Party on 05.04.25 at Jubilee Grove.

06.03.25 Police

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

- **PSPO update - Public Spaces Protection Order** – Rachael Young, Community Safety Manager for Babergh, has advised that additional consultation was required before presenting the PSPO briefing to senior management. This has taken longer than anticipated and it is unlikely this will be in place this Summer. Clarification has been sought and reassurance of continued support for any ASB experienced over the next few months. Cllr Finch offered to see if he could assist moving this forward.

b) Speed Watch Scheme Update – This has been stood down for the foreseeable future as 3 members are required on the Sudbury Road therefore more volunteers are required.

07.03.25 Highway Matters

a) St Edmunds Lane – surface water outside Pilgrim's Rest – This is still on the jobs list.

b) B1508 – Sudbury Road standing water Great Bevills – Cllr Finch has spoken to landowner and the problem has now been addressed with work undertaken enabling the water off the land to run into the ditch.

Cllr Aries raised that the online reporting tool only allows one pin in an area despite there being several potholes. This has resulted in the Sudbury Road being closed and only one pothole of a series of potholes (some as big as a dinner plate) near Bevills being temporarily filled.

c) B1508 – Road bridge repairs/resurfacing – Proposed closure dates – Still scheduled for the Summer. Further clarification to be sought by Cllr Finch due to the information received being inconsistent.

d) Pothole – Road bridge – Advised work to be undertaken within 10 days from 04.03.25. Cllr Finch to chase.

e) Joint Parishes Working Party 11th March update – This includes PCs from Bures, Mount Bures, Wormingford, Fordham, Eight Ash Green, Stanway, Aldham, Little Horkesley and Great Horkesley. This is looking more at heavy traffic from commercial growth in the area, the impact of developments and the result from commuting. The PCs are currently putting together a proposal. Cllr Finch strongly encouraged this was done in conjunction with their councillors.

No further contact has been received from the Little Cornard Working Group since the January meeting.

f) ANPR for B1508 – No data was received from November and no further information has been received regarding future rotas. Cllr Finch advised this has been opened up to other villages stretching services, however he would follow this up.

g) Pavement, Nayland Road – Advised work to be undertaken within 20 days from 03.03.25. Cllr Finch to follow up.

h) Traffic congestion – Monthly Market and Football Club – The new signage at the last market directing market goers to the station car park assisted greatly and there was a greater uptake, with more visitors reclaiming £3.00. The Football Club has been really proactive staggering kick off times, advising other teams of parking restrictions and producing maps of where to park.

Cllr Finch left at 8.22pm

08.03.25 Matters arising which do not appear elsewhere on the agenda

a) Bus shelter update - A quote from Suffolk Oak has been sought with a meeting on site taking place. Another quote will also be sought from a company in Sudbury to submit a grant. With regards to the notice board, it was suggested that the savaged notice board be incorporated in the Copper Beech Tree trunk left on the Nayland Road as this is central and has good footfall. All agreed this was a good idea and should be pursued further.

b) Management of SID – This was been delivered by Sudbury Town Council to Cllr Aries and is now up for the next 3 weeks on the Sudbury Road. Cllr Aries and Cllr Norton to liaise at the end of this period to agree the way forward.

c) Parish Contractors works list - Circulated (BPAP 2iv)

- **Bin relocation update** – It was previously agreed the bin in front of Magpie Cottage would be moved to Wharf Lane and the bin on the High Street would be moved to the top of Cuckoo Hill onto telegraph poles. JPB have been asked to move these, however having not received a response, Cllr Norton offered to look at these further and to investigate whether attached by straps that could be reused.

- **Commercial waste bins** – These continue to be used by residents despite new notices requesting use be for commercial use only. Babergh will be contacted to see if they have bins with a different style of lock. If not, a hole can be drilled for a padlock to be fitted to prevent further unauthorised usage.

d) EV Plug-in application – Following the Committee deciding not to proceed with the car park location, Katy Hampshire, Plug-In Suffolk was contacted regarding the space behind the school. This was going to be assessed for suitability subject to Babergh's agreement, however they have since advised that Babergh is already looking at these for Claypits and Tawneys Ride

e) Joint Parish Council Magazine and bi-monthly snippets – The Parochial Council have met recently to talk about the future of the Village Magazine and how it can be updated. Awaiting the PCC's plan before progressing further with a Parish Council magazine.

f) VE Day – Thursday 08.05.25 – Cllr Elder, who is organising the village event, is aware of the access to funds of £225 (in the Jubilee Fund). Attendees will dress in red, white and blue and 1940s clothing. Sausages and Mash with Rice Pudding will be served at a cost £10.00 in the Community Centre. There will be music and the beacon lit at 9.30pm (nationally).

g) Bleed kits, cabinets and agree costs from S137 budget – The new proposed date for the Show and Tell from The Daniel Baird Foundation will be on 09.04.25 at 6pm in the school hall focusing on the multiple uses of a bleed kit. This has been opened up to other organisations to attend. The bleed kit will be fitted next to the defibrillators to create First Aid stations.

h) Annual Parish Meeting – 24.03.25 - The BSM and BH joint APM doors open at 7pm with refreshments and to engage with the community displays. The meeting starts at 7.30pm. Set up is from 6pm. All Councillors are welcome but not obliged to attend. Cllr Norton advised he will be away. Cllr Schwier will no longer be speaking due to a broken collar bone.

i) Progress on gov.uk domain – No further progress as yet. Although some keen, concerns have been raised about greater storage costs. As the website is cojoined, BH and BSM PCs must be in agreement.

j) Litter Pick – 22.03.24 at 10am at the War Monument – This has been advertised on the BB and Parish Council Facebook pages, in the parish magazine and has been on the school newsletter. The Football Club and Scouts have also been asked to publicise this event. Only a limited number of litter pickers so the public should be encouraged to bring their own if available.

k) Discharge of water into river under the road bridge – A local resident was alerted by the smell and discharge of water from a pipe into the river. Originally reported to Anglian Water and then the Environment Agency however advised that this was historical. A video of the discharging water clearly showed this as sewage and Anglian Water took action the next day. It has been suggested that the vibration of the bridge caused by traffic fractured the pipe. To avoid a closure of the bridge, the most cost-effective solution was to insert a liner into the pipe. The work is currently ongoing.

09.03.25 Planning

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

b) To consider a response to any applications received since the previous planning committee meeting:

DC/25/01009 - Cornhall Cottage, Sudbury Road, Bures St Mary, Bures Suffolk CO8 5JP - planning permission without compliance of condition(s) – All agreed no objection/comment.

DC/25/00341 - 15 Friends Field, Bures St Mary, CO8 5LH – Householder application – All agreed no objection/comment.

c) To report and follow up as required:

- **Chambers Bus Depot/Knowle House** – Having sorted out the draining and contamination issues, the planning application is going to the full planning committee on 16.04.25. This is a public meeting.

- **Central Stores** - Central Stores appear to be reluctant to mitigate the negative impact their condenser fans are having on their immediate neighbours. The owners have not submitted a planning application for the erection of condenser fans to the rear of the property therefore will be moving forward with an Enforcement Notice and noise assessments are being taken.

Babergh are currently consulting for the next 8 weeks on the proposed changes to the Planning Statement of Community Involvement (running to 12.05.25). There is a statutory requirement that neighbouring residents are notified about a planning application by sending a letter, or by placing a site notice on display in the relevant location – Babergh do both. This is a cost cutting exercise as significant savings could be made.

10.03.25 Bures Neighbourhood Plan & Bures Parish Action Plan

a) All agreed to forwarding the Reg 15 with additions to Babergh and Braintree District Councils. They may decide to make further amendments.

b) Joint Parish Plan 2024-2025 – This will need to be revamped and revised after the APM.

11.03.25 Finance Matters

a) Finance & Budget monitoring report – circulated. The currently financial position was noted.

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

c) Joint Finance Committee – Update

- To agree future finance reporting to the PC by the Joint BSPG and Joint Cemetery Authority – This was suggested to provide more transparency and understanding of the finances. It was agreed that this was not required and that the SPG and Cemetery would advise all members of their finances after each meeting.

- To confirm the implications of NIC Secondary Threshold as of 1st April - It was highlighted that the NI contributions will increase next year and with the employment of the new clerk (£1,315) however lobbying continues against this although doubtful it will have any effect.

d) To consider donation requests – Although a number of worthy causes, all agreed that due to the PC's financial position, they were unable to donate funds.

e) It was noted that the new clerk will run the 2025/26 payroll for BSMPC (and BSPG) which will be a cost saving.

f) Lloyds Bank Account charges – The first charge has been received for £7.13 incurred from 10.01.25 to 09.02.25, debiting on or after 18.03.25. (The highest charge was for cash paid into the bank – a donation and not something that the PC does often.)

g) To note increase of One Suffolk website hosting package - £6.00 per year

Cllr Jackson left the meeting at 9.10pm as unwell.

12.03.25 Audit

a) Safeguarding Policy – The new Clerk is considering taking over as DSL and has been forwarded the information by the Sportsground regarding the training suggested by SALC costing £40.00.

b) Asset Register – It was noted that the gifted SID and Cuckoo Hill Dog Bin have been added this year.

13.03.25 Correspondence

All the following correspondence has been circulated for information or follow up:

Weekly Bures Primary School – All agreed these were upbeat and interesting.

Adoption of the BMSDC Joint Local Development Scheme – March 2025

Town & Parish Liaison Meeting – Devolution

Neighbourhood Planning Meeting – James Cartlidge

Safety of Lithium-ion Batteries Campaign – February update

Devolution Briefing from Suffolk County Council

All the latest from your National Landscape

Briefing Note on the new NPPF

Speed Limit Proposal for Henny Road - Middleton to Bures Hamlet

EP Passenger Interest Group Meeting Minutes 8th January 2025 -

Town and Parish update from Babergh District Council - February & March 2025

EALC Legal e-Bulletin January 2025

Dedham Vale Society wins test case against Secretary of State

PFCC Weekly Newsletter 31st January 2025

Essex Councils unite to tackle fly-tipping

EALC Police, Fire and Crime e-bulletin- Week Commencing 27th January 2025

NALC's statement regarding accessing PDFs on NALC website

14.03.25 Reports: Cllrs to acknowledge receipt and present questions by exception

a) Asset report – Cllr Giles (22nd May 2025 – Cllr Jackson) – No issues were raised.

b) Sportsground (BPAP 3 i) – Draft Minutes – March Meeting circulated

c) Community Centre - None

d) Cemetery – Draft Minutes – January Meeting circulated

e) Jubilee Grove/Transition Group Report - None

f) Station Adopters – Circulated in advance.

g) Rights of Way (BPAP 2 ii) – Circulated in advance

h) Tree Warden (BPAP 2 i) – see planning applications, decisions and email.

- Ivy Clad Trees – Cuckoo Hill

i) Joint Emergency Plan

15.03.25 Brief information & exchange for next agenda items

- BSMPC representatives for BH meeting on 19th May 2025 – Cllr Fairbairn

- BH Representative for BSMPC meeting on 22nd May 2025 – Cllr Shackell

Cllr McCrory was keen to ascertain whether the footprint of the Community Centre had been confirmed following this being raised at the Community Centre and Sportsground meetings. Old plans that were previously shared of the site appeared to show the patio and front garden as being part of the Community Centre's responsibility.

The meeting ended at 9.30pm

16.03.25 Date of next meeting: Thursday 22nd May 2025 (AGM) to be held at Bures Community Centre, Nayland Road at 7.30pm

Future meeting dates: 24th July, 25th September, 27th November 2025

(Please note this has now moved to the 4th Thursday of the month.)