

**Minutes of Bures St Mary Parish Council Meeting
Thursday 23rd July 2015 at the Garrad Room
Bures Community Centre, Nayland Road**

Present: Cllrs G Jackson, D Ambrose, R Butcher, J Carpenter, M Cudmore, J McCrory, L Alston, P Arnold, G Crowley, M Welch (BHPC), L Parker (BDC), J Finch (SCC), PC Gary Austin, PCSO Jackie Barrett

In the Chair: Cllr G Jackson

Clerk: Mrs J Wright

The Chairman gave a warm welcome to all those present and especially Cllr Crowley who was attending for the first time following his co-option on to the council.

She brought to the attention of those present Standing Order 3d & 3h - procedures for meetings open to the public. She also advised those present of the 3 minute participation for each member of the public to speak.

1/07/15 APOLOGIES

None received.

2/07/15 DECLARATION/REGISTER OF INTERESTS/DISPENSATION

To receive any 'pecuniary' or 'non-pecuniary' interests and dispensation requests – none received at the meeting. The Chairman advised all members that their Register of Interests would shortly be available to view on the BDC and Bures website using the online link.

3/07/15 PUBLIC FORUM

There were no members of the public present.

4/07/15 MINUTES

Minutes of the previous Annual Parish Meeting and the Annual Parish Council Meeting of 21st May 2015 (previously circulated) were approved and signed as a correct record.

5/07/15 POLICE REPORT

PC Gary Austin and PCSO Jackie Barret were in attendance. Gary had been working with the local youths following a spate of antisocial behaviour in the village. The youths had been invited to give a short presentation outlining their need for a new shelter and to elect a spokesperson but disappointingly for all concerned this had not materialised. It was agreed to invite the group to the next sports ground meeting in September. Cllr Ambrose, Butcher and Cudmore to meet the group prior to the meeting to give support and encouragement.

There had been no reported crime for June. Concerns had been raised locally of white chalk markings on properties but the police stressed that there was no obvious link to dog thefts.

6/07/15 MATTERS ARISING FROM PREVIOUS MINUTES

Section 106 Funding: It had been confirmed that a contribution of £4,651.57 from the Builders Yard site at Cuckoo Hill was still available to claim. A parish survey had been undertaken and this had shown a strong preference for a safe crossing point in the village. Options for this being either Bridge Street or Nayland Road. Cllr Finch confirmed that the primary school would be accessing across Nayland Road to its recreational field from September and agreed to follow up on the matter. Cllr Cudmore suggested that another use for the S016 monies may be a youth shelter. The survey had shown the need for a new roundabout as second preference. The Clerk would check with BDC as to whether a second survey would need to be taken to fully establish where the S106 monies could be spent. One resident queried how the survey had been actioned and the Clerk had responded.

Bank House: Cllr Parker advised that the property was currently on the At Risk Register. He agreed to check when BDC had last actioned a threat of compulsory purchase to the owner and look into options for ensuring that the property is brought up to a respectable condition.

Green's Fish Bar: Following the parish council's expression of support for the fish bar to visit the village on a Friday evening a number of concerns had been raised by residents in Church Square relating to noise, parking and smell. The fish bar was currently operating from private land at Chambers yard and had moved further down the site to alleviate some of the concerns. BDC Environmental Protection Officer informed the parish council that he would need to investigate if further complaints received. The Chairman advised that the parish council had no jurisdiction or power over the siting of the fish bar. She had received numerous messages of support for it and as no members of the public were present it was agreed to continue to monitor the situation and that it was unreasonable to request the fish bar to move or alternate sites at the moment.

The Croft resurfacing: Pot holes in first section still to be repaired. Cllr Finch confirmed that this matter was being progressed.

Assets of Community Value: Cllr Welch (BHPC) and Cllr Arnold (BSMPC) agreed to take over this project. The Clerk would forward the information collated so far.

Joint Emergency Plan: Cllr Lee (BHPC) still progressing. The draft plan required further updates before it could be trialled.

Joint Neighbourhood Plan: Mrs Carolyn Holbrook advised that she could no longer continue to progress the NHP process. Cllrs Welch, Arnold and McCrory agreed to refresh this initiative and arrange a meeting in the autumn.

Scout Troop bird & bat boxes: 20 boxes had been made and were currently with Cllr Ambrose. He and the Clerk to liaise as to where to site the boxes.

Open space at Beaumont Close: Guy Jones had mowed and cleared the area as per his quotation of £250 + VAT. 2 – 3 subsequent cuts to be done during the mowing season at £80 per cut. Application for grant funding to be submitted to cover costs of tools, bulbs, litter pick sticks. Community action days to be arranged. A dog waste bin to be erected when grant funding received.

Wharf Lane maintenance: Chris Mortimer had completed 2 strims along the lane in June and swept the stones from the pavement. He would continue to strim and litter pick based on 6 visits per year at £15 + VAT as agreed. Lime trees along boundary of St Mary's church needed pollarding. Cllr Arnold to follow up.

Formation of entertainment/grant committee: It was agreed to remove this from the agenda.

7/07/15 HIGHWAY MATTERS

Report from Cllr Finch circulated and held on file. It was noted that Cllr Finch was now Cabinet Member for Highways and Transport. He reported that the proposed B1508 40mph speed restriction was being put forward to the SCC Speed Panel.

- a) Steve Merry of SCC to meet with Cllr Finch in August to discuss highway matters for Bures St Mary. Items for following up – Cuckoo Hill parking, impact of new development, 30mph extension along Nayland Road.
- b) Hollow Lane – re-surfacing and flooding reported.
- c) Unstable bollard at Eaves Orchard – reported.
- d) Faulty street light outside Bures House – reported twice and Clerk had spoken to SCC who advised that they were currently attempting to resolve problem.
- e) Notification of temporary traffic order for road closure at Sudbury Road from St Edmunds Hill to The Croft, 17th to 21st August for BT fibre optic works – circulated.

Cllr Finch duly left the meeting at this point.

8/07/15 PLANNING

All applications received and comments made – see attached list

9/07/15 PIKES MARSH

- a) Street lighting – the Clerk had written formally to HM Hawkesworth Management Group to request the lighting at Pikes Marsh to be part of a light reduction programme. Cllr Parker to follow up with BDC as to why this had not been a planning condition of the original approved application for the estate.
- b) Parallel footpaths – as Alan Baker was no longer in office at BDC the Clerk agreed to forward her collated information on this matter to Cllr Parker to pursue.
- c) Signage – damaged signage on wall of No. 44 Claypits being assessed. BDC advised that any new signage for the flats at Tawneys Ride to be met from the parish councils budget. The Clerk agreed to check whether this cost could be met by Orbit Housing.
- d) Footpath adjacent Three Horseshoes PH – the footpath was under a three party ownership - SCC, BT and Persimmon Homes. Cllr Finch and Cllr Parker to investigate the background of ownership of the footpath and to look into the most suitable section for a light.
- e) Play area at Pikes Marsh – the parish council had been asked to look at improving the facilities at this play area. Cllr Parker advised that there was currently £5,000 set aside in the S106 recreational contributions. The Clerk would follow up and forward any collated information on this matter to Cllr Parker to pursue.
- f) Fenced land owned by Persimmons Homes – following a complaint Cllr McCrory had checked the site but advised that although unkempt it was reasonably tidy. Cllr Parker agreed to investigate if the land was currently for sale and its ownership.

10/07/15 FINANCE

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

Bank reconciliation dated 13th July 2015 – circulated, noted and attached.

Verifying bank statements - circulated, noted and attached.

Projects considered to reduce the Financial Working Balance – to look at extending the current skateboarding facility if this is shown to be a need following the youth meeting in September.

Bank Mandate for Change of Signatories completed but waiting on confirmation from Lloyds Bank.

HMRC 2014/15 VAT claim had been submitted and received.

11/07/15 AUDIT MATTERS

External Auditor approval of 2015 Annual Return received with one minor amendment to report: Asset additions gifted cost allocation.

Still to agree date for Internal Audit Review Checklist – Cllr McCrory, Cllr Arnold, Clerk and Internal Auditor to attend.

12/07/15 CORRESPONDENCE

A request had been received from Essex & Hert's Air Ambulance Trust for them to site a clothing bank in the village – this was declined.

A letter from the Dedham Vale AONB outlined its Scattered Orchard Project and asked for suggested sites for traditional fruit trees. The Community Woodland area and the recreational land to the rear of Cambridge Way were put forward.

Concerns had been raised regarding uncovered dirt lorries travelling through the village and the subsequent airborne dust. Cllr Weavers (BHPC) had asked the complainant to monitor and to note times and lorry registration numbers to enable her to follow the matter up.

SALC training schedule for July to September – circulated.

13/07/15 REPORTS

Assets Report: Cllr Arnold reported all items satisfactory. Several signs in the village had been cleaned. Weed killing and sweeping along the church wall completed. Cllr McCrory advised that she had replaced the electrodes in the defibrillator. Cost £53 from the Defibrillator reserves.

Bures Hamlet PC: Cllr Welch reported: 20mph zone for Colchester Road rejected by ECC. A meeting being arranged with Highways to progress the replacement of the damaged signs at the Mount Bures turning. The parish council had considered a request to remove the current parking restrictions in Bridge Street but this matter was not followed up. It was agreed to arrange for the yellow lineage at the Station area to be repainted. It was agreed that a joint parish council representation should be made to the Co-operative Society to encourage a buyers interest in the vacant garage site.

Cemetery: Cllr Cudmore reported: Parking outside the cemetery had greatly improved following a letter from the Alms Houses Trustees to its residents to park on Cuckoo Hill in line with the building boundary. Quotes being obtained to re-shingle the top section of the main drive.

Sportsground: Cllr Ambrose reported: Main path to be edged with tiles to alleviate damage from vehicles. Bures Music Festival Committee to finance. Benches had been repaired and all now satisfactory. Landing stage repaired.

Community Centre: Cllr McCrory had circulated her report: Cinema making a healthy profit. Rock Choir had been cancelled. Tiles to be repaired on roof. Quotes being obtained to repair the flat roof and cladding.

Rights of Way: Hugh Turner had circulated his report. He noted his appreciation to the Probert Estate for all its permissive paths which were a great asset to the village.

Tree Warden: Ken Jackson had circulated his report. Elder bush at Cuckoo Barn had been cut back by the gardener. Mrs Horrod had asked the District Council to take on this responsibility in future. Approval granted for the reduction of a maple tree at 15 Cuckoo Hill. Ken noted that he would be gaining advice from BDC on the overhanging cherry tree in the churchyard.

SALC: Cllr Arnold had booked to attend the Councillor Training session on 16th July but this had been cancelled owing to lack of bookings.

Primary School: Cllr Cudmore reported: Following his recent illness the Head Teacher should be returning to work in October. Liz Donaldson currently Acting Head. Primary School to hold an Environment Week in September. Litter picks being arranged and all parish councillors invited to join in.

Bures Common: Cllr Alston had circulated his report. A well-attended picnic had been held on the Common in June. 162 households had responded to the public consultation on the proposals for improvements to the barn. Majority in favour of restoring the barn as proposed with an open shelter on the front. Heritage Lottery Fund application to be made.

Transition: Cllr Ambrose had circulated his report: The last market had been disappointing with a poor turnout. Community Woodland tidied. Allotment Fest due in September and as agreed to alternate between Bures Hamlet and St Mary then this would be held at the Lamarsh Hill allotments.

14/07/15 ANY OTHER BUSINESS – items to note and for the next agenda

Peter Holbrook requested the parish council to test demand for garages in the village via an item in the parish magazine as BDC had not replaced the two garages removed when the primary school was extended.

Transition agenda item for next meeting – to investigate the recommendation for a local community currency as per the ‘Totnes Pound’.

Cllr Cudmore asked if the two water pumps in the village at Cuckoo Hill and Nayland Road could be made functional.

It was noted that the vacant corner shop currently owned by Sworders Estate Agents was dilapidating.

Clerk to follow up on all the above items.

15/07/15 DATES FOR FUTURE MEETINGS

Next meeting: Thursday 24th September 2015 at The Garrard Room, Bures Community Centre at 7.30pm.

Future dates booked: 2015: 26th November

2016: 21st January, 24th March, 19th May, 21st July

The meeting closed at 9.30pm.

Signed:

Parish Council Chair:

Date

