

Minutes of Bures St Mary Parish Council Meeting held on Thursday 22nd July 2021 at 7.30pm

Present: Cllrs J Aries, T Fairbairn, G Jackson, J McCrory, L Norton, T Saer, S Sills, C Ellis (BHPC), Cllr J Finch (SCC) Cllr M Barrett (BDC)
In the Chair: Cllr G Jackson

01/07/21 APOLOGIES FOR ABSENCE

Apologies received from Cllr L Alston (on holiday), Cllr S Pentney (unwell), Parish Clerk J Wright (unwell.) Apologies accepted by those present.

02/07/21 DECLARATION/REGISTER OF INTERESTS/DISPENSATIONS

To receive any 'pecuniary' or 'non-pecuniary' interests and dispensation requests. No Register of Interests declared or Dispensation requests put forward.

03/07/21 MINUTES

Minutes of the Annual Parish Council Meeting of 20th May 2021 (previously circulated) were duly approved and signed as a correct record.

04/07/21 PUBLIC FORUM

15 minutes maximum public participation

3 minutes for individual contributions unless longer required.

a) There were no members of the public present.

b) District Cllr Melanie Barrett had circulated her report prior to the meeting. Tawneys Ride garage area - Members invited to submit ideas of what future use they feel would be of benefit to the community. Pikes Marsh play area- the transfer agreement has been issued for the Parish Council's consideration. Claypits parking - provision for parking still under discussion. Cuckoo Hill development - condition agreed that the Parish Council will be kept informed as the remediation work to the site progresses. Local Plan hearing with the Planning Inspector has been deferred. Babergh D.C. have agreed to fund a Ranger, as a measure to combat ASB, who will patrol hotspots, gathering intelligence about problems in local communities with known issues like Bures. Due to be implemented soon but details to yet be confirmed.

c) County Cllr James Finch had circulated his report prior to the meeting. Items to note: Covid-19 infection rates sadly rising and in particular locally in Hadleigh and Nayland. He urged residents to take up the offer of free home testing kits available from libraries and pharmacies - Say Yes2Test. Discussion continues at SCC level re: the proposed Bramford to Tinstead pre-application.

An independent review is underway of aspects of Suffolk's Special Educational Needs and Disability (SEND) Services. It is being carried out by two senior officers from Lincolnshire County Council following calls by parents and carers for an audit of the council's compliance with the legal requirements set out for the service. Suffolk Fire and Rescue Service has unveiled three new state-of-the-art emergency vehicles at a cost of £360,000.

Restrictions are being eased at Suffolk's Recycling Centres from Monday 19th July (Phase1) and 19th August (Phase 2). Booking a slot will still be required

Virtual fostering and adoption sessions information available via

<https://www.fosterandadopt.suffolk.gov.uk/events>

05/07/21 POLICE

- a) Community Policing Teams:** There have been renewed problems with large numbers of visiting youths on the Sportsground, coinciding with the end of the school term. ASB over the preceding weekend had been reported to the police, involving damage to public and private property. The Police had attended an incident earlier this afternoon and a police patrol of the Sportsground was in progress at the start of the meeting. As part of the ASB Awareness Week, officers will be running an ASB 'pop-up' event on the Sportsground on Friday 23rd July 10.00- 12.00 hrs. Cllr Barrett plans to attend. Members were encouraged to make residents aware of the event. Cllr Finch unable to attend but advised that as a member of the Police Commissioner's Panel he would therefore have the opportunity to highlight local issues. A bid is being made for the Kestrel Unit to visit Bures over the summer. Emphasised that online reporting of incidents is essential to build a picture of the situation and to justify the allocation of resources. Cllr Finch to investigate if residual funds held by the Suffolk Community Foundation from COVID-19 initiatives may be reallocated to cover enforcement/patrol costs.
- b) BSM Speed Watch:** Cllr Aries reported that CSW is now running normally. No issues to report.
- c)** All Police newsletters circulated as received and available via the Suffolk Police website.

06/07/21 HIGHWAY MATTERS

- a) B1508 drainage/pothole issues:** The drainage issue outside Great Bevills seems to have improved. Surface defects reappearing near High Pale Barn. Concern expressed that if not dealt with promptly, these may result in another disruptive road closure in the future. Cllr Fairbairn to report using online Highways reporting tool.
- b) SID traffic calming:** Awaiting clarification of the situation from Highways. Although now at the deadline for the installation of the poles, this has not been completed.
- c) St Edmunds Lane:** Cllr Finch confirmed that the matter remains on the Highways drainage team works list as a joint responsibility with Anglian Water.
- d) Quiet Lanes Suffolk:** Members were asked to vote as the final step in the informal consultation. Bures Green residents had been consulted for a second time about the proposed designation of Hollow Lane. Support had been expressed by four property owners.
Lanes for designation proposed:
Arger Fen from Nayland Road to Dead Lane (route U8607) – 5 members in favour - proceed to put forward for QLS designation.
Dead Lane to Gazeley Gate (route U8607) – 1 member in favour – not to be put forward for QLS designation due to public opposition.
St Edmunds Lane (route U8616) – previously agreed at the May Parish Council Meeting.
Hollow Lane (route U8617) – 4 members in favour – proceed to put forward for QLS designation.
- e) Hollow Lane:** SCC works completed to clear the debris along the lane. Potholes are now exposed.
- f) Bures Bridge:** Cllr Finch reported that the repair work will not go ahead. The bridge will be painted summer 2022.
- g) Review of parish footpath cutting schedule for 2022:** The Access Team will undertake one cut per year of two short strips of PRowS in the parish but will not undertake any additional routes. It is not known how this minimal allocation was agreed. Cllr Finch requested specific details about the schedule and will investigate. Cllr Aries to follow up.

07/07/21 NATIONAL GRID BRAMFORD TO TWINSTEAD CONSULTATION

Cllr Finch to meet with James Cartilage MP on Monday 26th July to discuss the visual impact for Leavenheath and Dorking Tye. He will emphasise the visual consequences for the proposed extension to the existing AONB area.

Cllrs Barrett and Finch left the meeting at 8.40 pm

08/07/21 MATTERS ARISING FROM PREVIOUS MINUTES

- a) Tawneys Ride garages:** It was suggested that the garages would require some refurbishment and the existing asbestos to be removed. Possible uses put forward: work units, start-up units, charity premises.
- b) Pikes Marsh:** Paperwork for the transfer of land to the parish council has now been issued. The parcel of land identified on the HM Land registry plan also includes a strip of waste land behind Tawneys Ride in addition to the play area. All members agreed to accept the extended area rather than delay the transfer any further. Members would like to explore the possibility of acquiring the land behind Beaumont Close at a future date. Cllr Barrett was thanked for securing the transfer.
- c) Off road parking solutions:** Suggestions for surfacing any potential parking areas were discussed. There was a preference for permeable grid surfaces through which grass could still grow. Cllr Barrett to investigate if Babergh D.C. would install these.
- d) Community post pandemic events:** A general open event organised by BCLT was postponed, now rescheduled to take place on 30th August, providing music and refreshments as a thank you for the community effort during the pandemic. The W.I. will be celebrating its 100th Birthday with a tea party on Friday 23rd July at the Community Centre. The Royal British Legion is planning an event to take place on Bures Common on 18th September.
- e) Resident Welcome packs:** No welcome packs have been distributed during the pandemic. Hopefully this will be resumed in September. The Chairman has received a positive response from the church wardens regarding the church and parish councils working together on this. Cllrs Fairbairn and Jackson to approach church members to discuss content and presentation.
- f) Joint parish council magazine:** Currently there is a low circulation of the existing parish magazine. Discussion followed re: presentation, content and distribution and how to make such a publication relevant to a wider audience, be it online, a magazine or a newsletter. It was suggested that the snippets page in the parish magazine could be enhanced. Members were encouraged to look at other parish publications and website e.g. Bulmer for further ideas to discuss at the September meeting.
- g) Health & Wellbeing Plan:** Cllr McCrory and Sills drafting a plan. Printing costs and available grants to produce a leaflet advertising local cycle rides being investigated. It was noted that the Baptist Church was also setting up Health and Well-Being events so there was a need to liaise with the church and promote these initiatives. Advice could be sought from the Liaison Officer for Healthwatch Suffolk who gather the views of Suffolk residents about local health and care services then use these views to shape and improve services, providing information and signposting.
- h) Temporary removal of telephone box:** Cllr Norton was thanked for all his work on this project. A new defibrillator battery had been installed by Cllr McCrory and the device casing had been marked with details of where to return it after use.
- i) Footpath beside 3 Horseshoes PH:** Two lights have now been installed and the path is now sufficiently illuminated at night.
- j) Parish contractor works:** Works list circulated to members. No further issues to report.

09/07/21 Joint Parish Plan and Joint Bures NHP

a) 2021-2 Parish Plan: All members agreed to the adoption of the 2021-2 Parish Plan. It was stressed that this is a living document and should be amended as issues arise. The Foundation Award requires that the parish council monitors and appraises its progress against these targets as an ongoing process.

b) Joint Bures NHP: An application for the Joint Bures NHP has been submitted to both Braintree and Babergh District Councils, identifying the area to which it applies. Three offers of help have been received. More volunteers are needed, both councillors and non-councillors, and then a meeting will be arranged with the help of Jan Stobart. It will be important to establish guidelines about the working relationship between the NHP team and the parish councils.

c) Suffolk Climate Change Partnership for Bures: Cllrs Jackson, Fairbairn, and Aries attended a virtual meeting with Sarah Gill on Wednesday 21st July to discuss the Climate Action Support initiative, funded by SCC. This offers advice/information/signposting on high (e.g. solar panels/ heat pumps) to low level no-cost measures that residents can take to reduce their carbon impact on the environment. At no cost to the community, Green Champions will conduct 5-minute doorstep surveys of households in the village and provide advice about steps the householder can take to become more energy-efficient. Three months later, the team revisit the households to assess the impact of any measures taken with a final analysis to see if the community as a whole has reduced its carbon footprint. Bures Hamlet residents will also be invited to take part. Cllr Fairbairn to be the Lead Cllr. It was agreed to join the Partnership. Sarah Gill to be notified of this decision.

d) BMSDC Joint Local Plan Hearing Programme: Deferred.

10/07/21 PLANNING

a) Applications received and comments made to date as per attached list: No issues raised.

b) Applications received since the previous planning committee meeting: None received.

c) Other planning matters for reporting on:

Plots 5 & 6 and outstanding CIL: Cllrs Jackson, Aries and the Parish Clerk attended the Planning Committee meeting at Endeavour House on 14th July 2021. Babergh D.C. gave a detailed presentation of the proposal with a good understanding of past problems. The application to reduce the height of Plots 5 & 6 was agreed (9-1) with stringent conditions attached to alleviate the problems residents have suffered thus far. An insurance bond of £250,000 is to be set up to allow Babergh to take over if the developer fails to complete. The works will be strictly monitored to ensure adherence to the plans and conditions. The parish council will be kept fully informed throughout.

It is expected that there will be some CIL payments due but the amount is not known at this stage.

Chambers Bus Depot : The site was purchased by Roses Homes and Nicholas Percival. No details about how the site might be developed are available yet.

Land to rear of Cambridge Way: A letter has been sent to Cllrs McKee and Epsom at Braintree District Council requesting an update on the Council's position regarding the future use of the land. The matter is being considered. Cllr Scattergood has requested a copy of the Parish Councils/BCLT/ Transition Group's proposal which was distributed to residents last year.

d) The following Enforcement Cases were reported on:

Cuckoo Hill site drainage and contamination: These issues to be confirmed following the decision taken at the BDC Planning Meeting 14th July.

Barns at Over Hall: No further response received from the Heritage Officer.

e) Boundary Review- AONB Stour Valley: As reported by Cllr Finch this still has support and looks quite positive. If successful, it will have a bearing on the NHP as the village is also a conservation area. Guidance will need to be sought during the NHP process and the AONB will be consulted.

11/07/21 AUDIT AND FINANCE MATTERS

Business Access A/C balance: £13,408.95

Community Account balance: £4,579.44 (when all cheques paid)

- a) It was noted that the External Auditor's report for 2020/21 Accounting Statement has not been received yet.
- b) It was noted that the Internal Audit Review is scheduled for 4th October 2021
- c) Finance and Budget monitoring report - noted, circulated and attached.
- d) Bank reconciliation and verifying bank statements dated 10th July 2021 – noted, circulated and duly signed by the Chairman and non-signatory member.
- e) Options for use of CIL received from BDC- it was agreed to defer the decision on the use of the monies until the additional sum for plots 5 and 6 is known.
- f) STC Warden Scheme and costs - It was agreed that, if funds could be found, it would be beneficial to employ the warden but it was recognised that it would be difficult to target times effectively. The wearing of Hi-Viz jackets by volunteers, it was felt, gave an impression of authority in the meantime.
Awaiting Cllr Finch' s investigation into available SCC COVID-19 funds.
- g) Street Naming application for Mill Lane- The written support from all affected residents must be provided first. The Parish Council will be liable for costs. Those costs are not clear as yet.

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

12/07/21 CORRESPONDENCE

All the following correspondence has been circulated for information or follow up:
BMSDC Active Travel Public Consultation noted.

Letter from J S Wright & Sons Ltd regarding No Public Right of Way through the Willow Plantation – noted and acknowledged.

Community Action Suffolk Network free subscription renewal for 2021/2022 noted.

13/07/21 REPORTS

The Chairman encouraged members to read the reports as they provided detailed information and updates.

Assets Report: Cllr Saer submitted her report at the meeting. All assets in a satisfactory condition. Location of the gritter to be confirmed.

Bures Hamlet PC: Cllr Ellis reported on the following: The application to the NEPP for 2 parking bays with a waiting time of 20 minutes plus no return within 40 minutes to be installed at Bridge Street as an indication to 'Stop, Shop, Go' is ongoing. Yellow lines to be refreshed although a red line was recommended. Ferriers Barns planning application: no objection in principle however some concerns regarding access. The Chairman is going to look into the issue of the Water Lane Brook clearance.

The garage site on Colchester Road is on the market with planning permission for £700,000. BDC has been asked to put an order on the site to make it safe.

Cemetery: Cllr Aries had circulated her report prior to the meeting. Cemetery all in good order. Overgrowth on and around the UK Power pole scheduled to be cleared shortly by BTS.. Following on from the Memorial inspection, now awaiting quotes for those memorials needing to be secured. The Commonwealth War Graves Commission Gallipoli marker now installed for the grave of K.P.Carr. The revised layout works completed. New smaller shed on order.

Sportsground: Cllr Monk had circulated a report from the Committee meeting held on July 8th. Cllrs Jackson and Welch both agreed to continue in their respective appointments for the next year. Further CCTV coverage to be investigated to combat ASB. Cricket Club also taking additional measures when matches are in progress. It was agreed that the Hobby Horse Refreshment Kiosk may extend its opening times into the winter months, weather permitting. The portaloo has been widely appreciated by visitors.

Community Centre: A treasurer is still being sought. The full chairman's report will be published in the parish mag to give the wider public an overview of how the CC has been run during the past year. Finances have remained stable in spite of minimal lettings income thanks to a COVID grant, the generosity of people in the village and our Babergh District Councillor. Further grants are being sought to fund minor works, painting and decorating.

Rights of Way: Cllr Aries had circulated her report prior to the meeting and this has been placed on the parish council website. Items to note – Quiet Lanes initiative for Bures St Mary Phase 3. The informal consultation period is now drawing to a close. (See agenda item 6 d). The Parish Council has joined the two-year Discovering Suffolk project to raise awareness of access to Suffolk's countryside. Regular maintenance of the paths necessary to manage the summer growth of grasses, brambles and nettles.

Transport: Mary Turner had circulated her report on behalf of Bures Station Adopters. Bee friendly flowers bedded out in two wooden planters provided by the Bee Friendly Trust and The South Suffolk Community Rail Partnership . A pargetting project now being considered for the station wall. Ferriers Barn members are preparing art work for permanent display to further enhance the station.

Tree Warden: Most of the new trees planted in March appear to be establishing well - the Silver Birches by Tawneys Ride, the Oaks alongside the School field and the two Elms and five Alders on the Common. There remain several ongoing offers of trees for the village. Further suggestions of locations for these would be appreciated.

SALC: Cllr Fairbairn attends the online area forums and minutes available on the SALC website.

Primary School: Cllr Fairbairn, Chair of School Governors has circulated the school's Annual Governance Statement 2020-21 and this has been placed on the parish council website. Cllr Fairbairn thanked all the staff, pupils and families for rising to the challenges of a difficult year so magnificently. He also extended the school's thanks and best wishes to Rev'd Steve Morley and his wife as they embark on their retirement.

Bures Common Trust: Gill Jackson, Secretary had circulated a report on behalf of the Trustees. Next market 11th September. The monthly markets continue to be well-supported.

A very successful Arts and Crafts market was held on 6th June.

A celebration of 10 years since the purchase of Bures Common is planned for 30th August with live music and refreshments.

14/07/21 INFORMATION EXCHANGE/NEXT AGENDA ITEMS

No additional items for next agenda.

15/07/21 DATE OF NEXT MEETING

Thursday 16th September 2021 to be held at Bures Community Centre, Nayland Road at 7.30pm.

Future meetings booked 2021: 18th November

Future meetings booked 2022: 20th January, 17th March, APM TBA,
19th May AGM, 21st July, 22nd September

The meeting closed at 9.50 pm

Signed:

Chairman

Date