

**Minutes of Bures St Mary Parish Council Meeting  
Thursday 23<sup>rd</sup> March 2023 at Bures Community Centre,  
Nayland Road at 7.30pm**

**Present:** Cllrs J Aries, T Fairbairn, G Jackson, J McCrory,  
S Pentney, S Sills, M Welch (BHPC), Cllr M Barrett (BDC)  
**In the Chair:** Cllr J Aries

**01/03/23 APOLOGIES FOR ABSENCE**

Apologies received from Cllr S Cook (unwell).  
Apologies accepted by all those members present.  
Apologies also received from Cllr J Finch (SCC) (family reason) and  
Mrs J Wright (Clerk) (unwell).

**02/03/23 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.

**03/03/23 MINUTES**

Minutes of the Parish Council Meeting of 26<sup>th</sup> January 2023 were duly approved and signed as correct records (previously circulated).  
Minutes of the virtual Bures Joint Highways Working Party Meeting of Monday 7th February 2023 were duly approved and signed as correct records (previously circulated).

**04/03/23 PUBLIC FORUM**

15 minutes maximum public participation  
3 minutes for individual contributions unless longer required.

One member of the public present and introduced herself as a prospective District Councillor candidate in the forthcoming elections wanting to familiarise herself with local Parish Councils.

a) District Cllr Melanie Barrett had circulated her report prior to the meeting. Items to note: Approval has been given on a successful bid on Belle Vue House in Sudbury. Council Tax will increase this year by 2.99% which on a typical band D house is 10p per week or £5.30 per year. For every £1 collected 74p goes to Suffolk CC, 13p goes to the Police and Crime Commissioner, 9p is retained by Babergh District Council and 5p goes to the parishes. Parking charges for council owned car parks have been held back. Up to £12m has been agreed to look for a new waste depot in the district with new arrangements coming in on sorting and recycling.

Cllr Barrett will be standing for Sudbury Town Council in the forthcoming elections. Members thanked her for her support and wished her well. Cllr Barrett advised members that Cllr Paul West ( Cabinet Member for Ipswich, Operational Highways and Flooding) is managing the Highways portfolio for Cllr James Finch in his absence.

The issue of continued flooding on B1508 by Great Bevills was raised. Cllr Fairbairn to report again.

Cllr Barrett also reported on the following item from the agenda:  
Parking at Claypits Avenue see item 08/03/23 a).

## **05/03/23 POLICE**

- a) Matters raised with Community Policing Teams:** Jubilee bench removed from Wind Whistle Ridge. Police Crime Ref. number: 37/15841/23. Investigation closed unless further evidence becomes available. Members would like an insurance claim submitted. It was agreed to launch a fund to replace the bench in the meantime. The theft has been reported in Nayland Road. Following a request from the Police, CCTV on the Community Centre did not produce any helpful footage. Cllr Jackson to arrange a meeting with Essex and Suffolk Police and the Babergh Community Safety Officer to discuss management of potential ASB issues over the summer.
- b) BSM Speed Watch:** Cllr Aries reported that the team remains short of volunteers.

## **06/03/23 HIGHWAY MATTERS**

- a) Cuckoo Hill parking and drainage issues:** No further reports re: Cuckoo Hill parking concerns. Access drive to the development remains unfinished. Developer waiting for proceeds from sales of Plots 5 and 6 before completing.
- b) St Edmunds Lane:** Some slight visible water leakage at the moment but continuing to monitor.
- c) Flooding at Tawneys Ride:** No further flooding reported.
- d) Speeding at Smallbridge Entry:** Clerk has written to the resident who requested more signage at the Smallbridge Hall corner to explain no further action will be taken at this time.
- e) 30mph Nayland Road:** No update on the request to extend the 30mph zone to beyond Mill Cottages. Latest SID data does not indicate excessive speeding at this point over the two-week monitoring report.
- f) Dropped kerb at Scout Hut:** Cllr Finch confirmed that the proud kerb would now be repaired via a different external contractor. Costs to be met from his Councillor Locality Budget. Awaiting confirmation that works had been carried out to the satisfaction of the Scout Group.
- g) LED upgrade at Friends Field:** Work completed for the reinstatement of the light at No.1 Friends Field.
- h) Quiet Lanes Suffolk:** Cllr Aries reported Wave 4 submission has been approved. Awaiting notice to collect signage from depot.
- i) Hollow Lane passing place:** Two vehicles remain parked in the passing place and do not appear to have been moved. No sign installed yet. Resident who raised the concern to be notified that Suffolk Highways will address the issue in due course. Vehicle now also being parked on the Bures Green island. Situation to be monitored.
- j) ANPR B1508 request:** Application submitted for Sudbury Road. Location – approaching Bures near Little Bevills. Still awaiting approval.
- k) Surface water issues at Eves Orchard:** No update available on Cllr Finch's visit re: discussion about the issues with the resident concerned. No further flooding reported.
- l) B1508 road bridge repairs:** No report received as yet on the inspection carried out January 2023. Painting to the metal elements of the bridge planned for summer 2023.
- m) Standing Water at Church Square:** Report Ref No: 0039260 - does not warrant remedial action at this time. March 2023

## **07/03/23 NATIONAL GRID BRAMFORD TO TWINSTEAD**

David Holland has been given the support of Braintree District Council for the call for an undersea grid instead of overground pylons and to remove redundant electricity

infrastructure at the end of its useful life. This is an important commitment as Braintree is the LPA and they determine most planning applications. The demand for off shore options is growing nationally as the largest expansion of the country's electricity distribution gets underway. Distribution companies are pressing for the cheapest, i.e., overground, network.

### **08/03/23 MATTERS ARISING FROM PREVIOUS MINUTES**

**a) Garages and off-street parking solutions:** Cllr Fairbairn had been contacted by Jack Glover Estate Surveyor (BSMDC). The school is unable to fund the MUGGA proposal itself. Way forward seems unclear. Waiting to hear from Jack Glover what the possible options might be. Cllr Barrett waiting to meet with the new Locality Officer to discuss.

**b) Review of grit bins:** All grit bins remain extremely low on grit. Clerk has reported but they are not likely to be refilled until the autumn due to repairs on road surfaces being a priority.

**Cllr Barrett left the meeting at this point.**

**c) King's Coronation celebrations:** Red/White /Blue and Union Jack Bunting to be purchased by the BCLT. Planning underway for a Volunteers get together day to be held on Monday 8th May on the Bures Common. Commemorative coins will be handed out to all children in the village under the age of 16 years. Colletts Farm to provide the catering. School PSA organising children's activities. Claire Swann organising a maypole. Scouts will arrange traditional stalls with bowling and skittles. Coronation mugs on sale. The Community Centre will be on standby in the event of inclement weather. Poles to be erected along the edge of the Common for the bunting. This is separate from the Sunday morning open air Church service and activities, also on the Common, arranged for 7th May.

**d) Elections 4<sup>th</sup> May:** Six members standing again. Those Cllrs who will be standing down were thanked for their contribution to the work of the Parish Council. After the election, members can co-opt for the three vacancies as long as it remains an uncontested election.

**e) APM arrangements:** Community groups invited to showcase their efforts via information stands around the main hall - Bures in Bloom, Neighbourhood Watch, Station Garden, SpeedWatch, Transition Group, Neighbourhood Plan. Bures Primary Headteacher and Essex Wildlife Trust invited to give short presentations. Projector screen to be set up. Register of attendees at the door. Refreshments to be made available from 7pm with the agenda commencing at 7.30pm.

**f) Spring Litter Pick:** 1<sup>st</sup> April at 10.00am meeting at the war memorial. Also, to note the Jubilee Grove working party with the Stour Valley Volunteers 12<sup>th</sup> April at 9.30am.

**g) BDC Trees, Hedgerows and Wildflowers Scheme:** Awaiting advisory notices to be installed by the BDC Biodiversity Officer on agreed areas to be left unmown.

**h) Bus shelter repairs:** The damaged bus shelter remains securely scaffolded in place. Agreed to wait until financial situation is clear before actioning a repair. Not eligible for District CIL funding as no additionality involved in its proposed repair. Cllr Norton to investigate if he can carry out repairs. It was suggested that Chambers bus company be approached for a donation.

**i) Parish Contractor works:** Works list circulated to members. (BPAP2 iv) Notification of National Living Wage £10.42 to be reflected in Community Caretaker Grant from Babergh from April 1<sup>st</sup>. Contractor happy to continue with contract for a further year but asked members to consider increasing the hourly rate from £16.50 to £17.00 ph. All members agreed.

## **09/03/23 PLANNING**

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

b) Applications requiring consideration at the meeting:

### **DC/23/01353 :Little Bevills, Sudbury Road, CO8 5JN**

Members have no objection to the construction of new vehicular access (existing access to be stopped up).

c) **Former Chambers bus depot site:** Rose Builders are in the process of preparing details to discharge some of the remediation conditions and the work to start later this spring. .

d) **Plots 5 & 6 Cuckoo Hill:** Window glazing has been approved.

e) **Other planning matters for reporting on:**

**Jubilee Grove:** AONB grant application will be re-submitted next financial year to improve accessibility for all. Emma Black from Dedham Vale Stour Valley Project will be leading a working party on the site 12<sup>th</sup> April at 9.30 am. All local volunteers welcome.

**Vacant garage site:** Old hairdresser's building soon to be demolished. Tree clearance underway. Examination pile driving also taking place.

## **10/03/23 AUDIT AND FINANCE MATTERS**

**Business Access A/C balance: £5,477.46**

**Community Account balance: £1,285.95 (when all cheques paid)**

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

b) Bank reconciliation and verifying bank statements dated 12 January 2023 – noted, circulated and duly signed by the Chairman and non-signatory member.

c) Clerk's resignation: Jenny Wright, Parish Clerk, has advised the members that she will be resigning her position as Bures St Mary Parish Council Clerk as of September 1<sup>st</sup> 2023. Recruitment may be difficult. Position to be advertised locally/on SALC Vacancy page as soon as an advert can be drawn up. Details will need careful consideration. Training, previous experience desirable but not necessarily essential. Combine post with the Sportsground Clerk role. There may be a need to reduce the hours and members could assume some of the clerking responsibilities.

d) Clerk's appraisal form: to be considered at a later date.

e) Street Lighting Maintenance & Energy Costs 2022-2023. £579.52 to be paid by 10<sup>th</sup> April 2023 for the six lights on the Asset list.

f) Management of SID and costs. New SID rates from April £23.34 per hour and £0.65 per mile. Bures Hamlet are considering sharing the device. Until Bures Hamlet sites have been approved by Essex Highways, STC will be asked to reduce the frequency of the device changeover in BSM to once a month. It may be that the battery life will not last that long without being recharged. It was noted from the latest data that there was minimal speeding recorded on Nayland Road and Cuckoo Hill.

g) Redeclaration of compliance with the Pensions Regulator completed - noted

h) Notification of Council Tax Band D £77.84 3.99% increase-noted

i) 2<sup>nd</sup> Mid-year VAT claim submitted and received - noted

**At this point the Chair requested the meeting to continue after the 2 hours as per Parish Council Standing Orders.**

## 11/03/23 CORRESPONDENCE

All the following correspondence has been circulated for information or follow up:  
Public consultation Babergh & Mid Suffolk Joint Local Plan – proposed main modifications and policies map changes - 16th March to 3rd May 2023:  
Cllr Fairbairn to attend afternoon session 30<sup>th</sup> March. Cllr Jackson and Richard Adams to attend evening session as the changes may impact the draft NHP.  
Notification of CIL funding bid 1st to 31st May 2023. No bid submitted.  
Information on Suffolk's Greenest County Community Network. Nothing to report.  
Information on Wilder Together in the Stour Valley webinar 5th April. Noted  
Notification of surface dressing at Smallbridge and Mill Hill 20th - 24th March.  
Work completed 23<sup>rd</sup> March.  
Confirmation letter of removal of The Three Horseshoes PH from the Asset of Community Value listing. Noted. BDC Monthly Newsletters.

## 12/03/23 REPORTS

**Assets Report:** Cllr Aries had circulated his report prior to the meeting. All assets in a satisfactory condition. All grit bins needed filling. Bus shelter awaiting repair.

**Bures Hamlet PC:** Cllr Welch in attendance. Sensor lights taken from Station Hill, to be replaced, Pursuing a LHP requesting a pedestrian crossing at the Millennium Bridge. The station lighting and fencing replacement at the Bures Station are now complete. The car park is being resurfaced.

**Cemetery:** Cllr Aries had circulated her report prior to the meeting. Ferriers Barn Day Centre had made a small owl box and the Scout Troop had made six bat boxes all now installed on various trees in the cemetery. A stock fence has been installed along the boundary bank with the woodyard. 200 Woodland Trust hedge whips have been planted by a team of volunteers.

**Sportsground:** Draft minutes of a meeting held on 16<sup>th</sup> March are published on the parish council website. Items to note:

Meeting to be arranged with Babergh Community Safety Officer re: summer management. New surface to the tennis courts now laid. New nets fitted. The application of the lines still to be decided. The Hobby Horse is to be let to a third Party. New hedging and Armo fencing to be installed around the car park.

**Community Centre:** The minutes of the meeting on 6<sup>th</sup> March had been circulated. Points to note: Cover had been made for the hatch blind. Heating system repaired and working well. Mat in place to protect the floor in front of the serving hatch. Hall phone - payment now discontinued. Noah's Ark planning to hold a holiday club over the summer months. Centre in general good order, clean and appealing.

**Rights of Way:** Items reported elsewhere in the minutes. Suffolk Walking Festival organised this year from 13<sup>th</sup> May for 2 weeks.

**Joint Neighbourhood Plan:** The minutes of the Steering Group meeting on 6<sup>th</sup> February, 20<sup>th</sup> February and 6<sup>th</sup> March were circulated and accepted by the members. The third draft of the Plan has been shared with the Parish Councils and the Steering Group are hoping for lots of constructive feedback.

**Transport:** Mary Turner had circulated her report on behalf of Bures Station Adopters and this has been published on the parish council website. The station lighting is currently being upgraded.

**Tree Warden:** It has been agreed that one tree should be removed (Tree of Heaven) and another preferably reduced at no3 The Waldegraves. A Stour Valley Volunteer Working Party will be helping at the new Jubilee Woodland on Wednesday April 10<sup>th</sup> starting at 10am. Local volunteers will be welcome to join.

**SALC:** Cllr Fairbairn and Cllr Aries attended the online area forum and notes, rather than minutes, available on the SALC website and are circulated to all members for information. Presentation given by Cllr Trevor Smith of Leavenheath on setting up and developing a Good Neighbour Scheme. Contact details to be forwarded to Cllr Jackson for the Good Neighbour Group to follow up.

**Primary School:** Cllr Fairbairn, Chair of School Governors circulated a March update to the parish councils. This has been published on the parish council website for reference. Items to note: Mrs Michaela Harris will take up her role as Headteacher from 1<sup>st</sup> September, currently Executive Headteacher at Otley and Winesham Primary Schools. Bures Primary School has had a very successful OFSTED inspection, securing a Good grading. To read the whole report please visit the school's website. Members commended the staff and pupils on this significant achievement.

**Bures Common Land Trust:** The markets have resumed for 2023 with a few new stalls to interest visitors. The Trust are planning financial support for the Coronation event on Monday 8th May. Organisers are still needed.

**Bures in Bloom:** The Autumn planting is looking good and will hopefully continue to give pleasure until the end of May. Bures in Bloom is awaiting the results of a grant application. It is intended to add to the number of planters in May.

**Good Neighbour Scheme:** The Good Neighbours Scheme is currently reprinting the pack. The new packs will be available at the APM. The Vulnerable Persons Scheme is looking to join up with the Good Neighbour Scheme.

**Station Adopters:** Mary Turner had circulated her report on behalf of Bures Station Adopters and this has been published on the parish council website. The station lighting has been upgraded and the carpark is being resurfaced:

### **13/03/23 INFORMATION EXCHANGE/NEXT AGENDA ITEMS**

Cllr McCrory was thanked for organising the First Aid training held on 4<sup>th</sup> March which it is hoped to repeat again as an annual event. It was suggested that we might offer a longer, more in depth session but this would have some cost implications. Cllr McCrory asked if Health and Well-being could be put back on the Agenda as a regular item.

Next agenda item – Clerk's Appraisal . Health and Well-being.

Cllr Fairbairn gave his apologies - on holiday 27<sup>th</sup> July.

### **14/03/23 DATE OF NEXT MEETING**

Future dates booked 2023: Joint APM – Monday 27 March, AGM 18 May, 27 July, 28 September.

The meeting closed at 9.40pm

Signed:

*J. M. Aries*

Chairman

Date 28/03/2023