

Bures Hamlet Parish Council

Mrs J. Wright (Clerk)
38 The Paddocks
Bures CO8 5DF
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Dear Councillor

You are hereby summoned to attend the Parish Council Meeting of Bures Hamlet to be held on Monday 18th July 2016 at The Garrad Room, Bures Community Centre, Nayland Road at 7.30pm.

THE PRESS AND PUBLIC ARE CORDIALLY INVITED

AGENDA

1. **Apologies for Absence** - To note specific reason if absent from meeting
2. **Co-option of Parish Councillor**
To follow up on co-option and to report on interest shown
3. **Declarations of Interest & Dispensation Requests**
To declare any 'pecuniary' or 'non-pecuniary' interests
To update Register of Interests Book - circulating
4. **Minutes of the previous Annual Parish Council Meeting of 16th May 2016 to be approved and signed as a correct record (previously circulated)**
5. **Public Forum** – 15 minutes maximum public participation
3 minutes for individual contributions unless agreed by Chairman
6. **Police**
To report on dedicated police contact for parish councils – PCSO David Endersby
7. **County/District Councillor**
8. **Highway Matters**
 - a) LHP Panel requests – refuge, dropped kerb at Bridge Street, Colchester Road footpath, Normandie Way new and upgrade bus shelters
 - b) Anglia Level Crossing Reduction Strategy
 - c) Winter Salt Bag Scheme
 - d) Resurfacing at Bridge Street & Colchester Road
 - e) Footpath at No.4 Lamarsh Hill
 - f) Line re-painting at The Paddocks
 - g) Drains/flooding/sandbags at Colchester Road, Eight Bells PH, Water Lane

9. Planning

All applications received and comments made – see attached list
To report on BDC Local Plan and meeting with Cllr Wendy Scattergood
To report on Starter Home presentation
To report on Applicant's Appeal for Windyridge site
To note BDC Draft Housing Strategy Consultation - circulated

10. Items for update report and follow up as required

- a) Vacant garage site
- b) Assets of Community Value
- c) Joint Emergency Plan
- d) Joint Neighbourhood Plan
- e) Trees at Cambridge Way
- f) Level of shrubs at Colchester Road
- g) Lighting at Lamarsh Hill bungalows
- h) Recycling centre
- i) Noah's Ark Nursery
- j) Electricity undergrounding scheme at Station Hill

11. Finance

Finance & budget monitoring report – circulated
Bank reconciliation & corresponding bank statement – circulated
To report on formal request for financial commitment from Noah's Ark

12. Clerk's extra payment and working hours review

To report on Chairman's recommendations
To note NALC Clerk's pay award recommendations for 2016-18

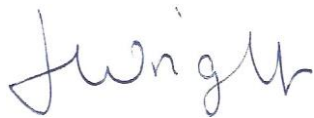
13. Audit Matters

To note waiting on External Auditors approval of 2015/16 Accounting Statements
To note Internal Audit Review meeting arranged for 11th October – Cllr Wilson, Cllr Crowe, Clerk and Internal Auditor agreed to attend
To agree Staffing Matters to be dealt with by the Chairman in conjunction with other members as appropriate – EALC report on Staffing Committees

14. Government Consultation Papers/Legal Topic Notes

LTN 56 The provision of play and sports equipment on village greens – circulated
LTN 8 Elections – circulated
LTN17 Control of Dogs – circulated
LTN 18 Powers to Provide Parking Spaces
Legal Update Issue 4 and 5 – circulated

- 15. Physical Risk Assessment Report – Cllr Carol Barnham**
To report on progression of items from previous risk assessment:
Bus timetables, landing stage, bench staining, Station Hill garden, display board
- 16. Clerk's Report plus any correspondence received for action**
- 17. Reports:** 1) Bures St. Mary PC 2) Cemetery 3) Sportsground
4) Community Centre 5) Rights of Way 6) Station Adopters 7) Transport
8) Tree Warden 9) Bures Primary School 10) NHW, 11) Community Agent
12) Bures Common
- 18. Brief information & exchange for next agenda items**
- 19. Date of next meeting:** 19th September 2016
APM meeting: To agree to hold a Joint APM with BSMPC and suggested
dates 27th/30th March 2017
Future dates booked: 2016: 21st November
2017: 16th January, 20th March, 15th May



Mrs. Jenny Wright
Clerk to Bures Hamlet Parish Council
10th July 2016