

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 19th September 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. **Declarations of Interest & Dispensation Requests**
To declare any 'pecuniary' or 'non-pecuniary' interests
To note Cllr Kennett's Register of Interests duly completed and advertised
3. **Minutes of the previous Parish Council Meeting of 18th July 2016 to be approved and signed as a correct record (previously circulated)**
4. **Public Forum** – 15 minutes maximum public participation
3 minutes for individual contributions unless agreed by Chairman
5. **Police**
To note details of Essex Police new look website – circulated
To note Essex Police Recruitment Drive – circulated and advertised
6. **County/District Councillor**
Information on the Ward Councillor Community Grant Scheme - circulated
7. **Highway Matters**
 - a) LHP Panel requests – refuge, dropped kerb at Bridge Street, Normandie Way bus shelters
 - b) Anglia Level Crossing Reduction Strategy
 - c) Winter Salt Bag Scheme
 - d) Footpath at No.4 Lamarsh Hill
 - e) Colchester Road and Water Lane flooding issues
 - f) Drain blockage at River House report
 - g) Request for protection bollard at No. 5 Bridge Street
 - h) Damaged sign at Mt Bures turning - reported

8. Planning

All applications received and comments made – see attached list

To report on BDC Local Plan

To report on Starter Home presentation

To report on Windyridge site Appeal & drainage issue

To report on initiative from Geoff Davies for use of his current workshop site at Cuckoo Hill and parish councils initial responses

9. Items for update report and follow up as required

a) Vacant garage site

b) Assets of Community Value

c) Joint Emergency Plan:

Tim Underwood input/BDC updates/Vulnerable Persons lists

d) Environment Agency Flood Contact

e) Joint Neighbourhood Plan Options

f) Trees at Cambridge Way

g) Lighting at Lamarsh Hill bungalows

h) Electricity undergrounding scheme at Station Hill

i) Dog fouling signage at Colchester Road

10. Finance

Finance & budget monitoring report – circulated

Bank reconciliation & corresponding bank statement – circulated

To note Pensions Regulator Staging Date 1st August 2016 & Clerk's completion of Legal Duties

11. Clerk's extra payment and working hours review

To report on Chairman's recommendations at previous meeting

To approve amendments to Clerk's Contract of Employment to reflect increased working hours

12. Audit Matters

To note External Auditors approval of 2015/16 Accounting Statements with no matters arising

To note Internal Audit Review meeting 11th October – Cllr Wilson, Cllr Crowe, Clerk and Internal Auditor to attend

13. Clerk's Report plus any correspondence received for action

Website changes and need for a website design

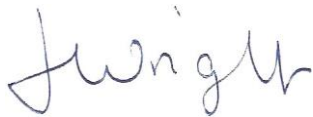
Walkers are Welcome towns and villages initiative

Braintree District Community Foundation Community Interest Company request

Introduction from Sam Swindale, Youth & Community Commissioner for the

Braintree District offering support – information circulated

- 14. Physical Risk Assessment Report – Cllr Duncan Kennett**
To report on progression of items from previous risk assessment:
Bus timetables, bench staining
- 15. Government Consultation Papers/Legal Topic Notes**
- 16. 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
- 17. Brief information & exchange for next agenda items**
- 18. Date of next meeting:** 21st November 2016
Future dates booked: 2017: 16th January, 20th March, 30th March, 15th May
Joint APM 2017: 30th March



Mrs. Jenny Wright
Clerk to Bures Hamlet Parish Council
8th September 2016