

Bures Hamlet Parish Council

Mrs J. Wright (Clerk)
38 The Paddocks
Bures CO8 5DF
Tel: 01787 227750
Email: ossiejen@sky.com

Dear Councillor

You are hereby summoned to attend the Parish Council Meeting of Bures Hamlet to be held on Monday 21st March 2016 at The Garrad Room, Bures Community Centre, Nayland Road immediately following the Annual Parish Meeting.

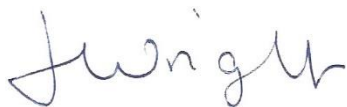
THE PRESS AND PUBLIC ARE CORDIALLY INVITED

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 for meeting
3. **Minutes of the previous Parish Council Meeting of 18th January 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. **Co-option of Parish Councillor**
To follow up on co-option and to report on interest shown
6. **Highway Matters**
 - 1) LHP Panel requests – refuge, bollards, dropped kerb at Bridge Street, Colchester Road footpath, bus shelter
 - 2) Colchester Road parking restrictions
 - 3) Parking issues in the village
 - 4) Meeting with Mount Bures PC/ECC – Colchester Road improvements
 - 5) Resurfacing at Bridge Street
 - 6) Footpath at No. 4 Lamarsh Hill
 - 7) Warning sign low bridge
 - 8) Line re-painting at The Paddocks

- 7. Items for update report and follow up as required**
- a) Vacant garage site
 - b) Assets of Community Value
 - c) Local Bus Transport Review
 - d) Joint Emergency Plan
 - e) Joint Neighbourhood Plan
 - f) Trees at Cambridge Way
 - g) Boundary hedge at Lamarsh Hill
 - h) Level of shrubs at Colchester Road
 - i) Lighting at Lamarsh Hill bungalows
 - j) Colchester Road verge cutting
- 8. Grounds Maintenance Contract**
- To report on tenders received and agreed Contractor
To note agreement from BDC to remove waste as per contract
To report on Grounds Maintenance Agreement with Greenfields Housing
- 9. Quiet Lanes**
- To discuss letter from Alphamstone & Lamarsh PC –circulated
To discuss letter from Neil Winship requesting nominations for Quiet Lanes
- 10. BDC Call for Sites and Local Plan**
- To consider and agree view of parish council on BDC consultation
- 11. Planning**
- All applications received and comments made – see attached list
- 12. Finance**
- Finance & budget monitoring report – circulated
Bank reconciliation & corresponding bank statement – circulated
Surplus on BDC Council Tax Collection Fund – circulated
- 13. Donations**
- Requests received from: East Anglian Air Ambulance, Essex Air Ambulance, Braintree, Halstead & Witham CAB, St Mary PCC parish magazine
To note donation requests 2015: Dedham Vale & Stour Valley Project £100, Ferriers Barn £100, Bures PCC parish magazine costs £150
- 14. Audit Matters**
- To approve amended Financial Regulations re Section 11 Contracts as per NALC requirements
To approve amended Financial Regulations 1.6 and 6.4 - circulated
To note PKF Littlejohn LLP are appointed External Auditors for 2016/17

- 15. Government Consultation Papers/Legal Topic Notes**
EALC Legal Update February & March 2016 – circulated
NALC Pensions Regulator auto-enrolment – circulated
Briefing Paper – Rural Planning Review Call for Evidence – circulated
LTN 16 Control of Litter – circulated
LTN 31 Section 137 of the Local Government Act 1972 - circulated
- 16. Physical Risk Assessment Report – Cllr Jeanette Weavers**
To report on progression of items from previous risk assessment:
Bus timetables, bus shelter panels, flower tub sponsorship, landing stage,
bench staining
- 17. Clerk's Report plus any correspondence received for action**
Queen's 90th birthday celebrations and commemorative medals
UK Power Networks Instinctif Partners community outreach work
- 18. Reports:** 1) Bures St. Mary PC 2) Cemetery 3) Sportsground
4) Community Centre 5) Transport 6) NHW 7) Bures Primary School
8) Community Agent 9) Bures Common
- 19. Brief information & exchange for next agenda items**
- 20. Date of next meeting:** Annual Parish Council meeting 16th May
Future dates booked: 2016: 18th July, 19th Sept, 21st November
2017: 16th Jan, 20th March, 15th May



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