

# Bures Hamlet Parish Council

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## Notice of Parish Council Meeting

**The Press & Public are welcome to attend**

Dear Member

You are hereby summoned to attend the Parish Council Meeting of Bures Hamlet on Monday 15<sup>th</sup> November 2021 at Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the **Bures Parish Action Plan 2021** (BPAP)

- 1. Community spirit and communication** (i. Mental Health and Well-being, ii.COVID-19, iii. Parish Council communication with residents)
- 2. Environment** (i. Hedge and tree planting, ii. Rights of Way, iii. Link with Bures Transition Group, iv. Speeding/Road safety, v. Parking, vi. Climate and Nature Actions, vii. Empty Property eyesores, viii. Extension to AONB, ix. Flooding issues)
- 3. Community Assets, services and enterprise** (i. Recreation Ground, ii. Cemetery, iii. Facilities for visitors, iv. Lighting and pavements, v. Retail and business facilities, vi. Superfast broadband)
- 4. Neighbour Hood Plan**

### AGENDA

- 1. Apologies for Absence** - To note specific reason if absent from meeting
- 2. Declarations of Interests & Dispensation Requests**  
To receive any 'Pecuniary' or 'Non-pecuniary' interests and Dispensation requests
- 3. Minutes**  
Minutes of the Parish Council Meeting of 13<sup>th</sup> September 2021 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  
The public are invited to give views and question the Parish Council on issues on this agenda, or raise issues for consideration of inclusion at future meetings. County and District Councillors may also present their respective reports during the Public Forum.

## **5. Highway Matters**

- a) To discuss BDC proposal for parking restrictions at Bridge Street (BPAP 2 iv.v)
- b) LHP requests for consideration to submit to the panel:
  - 1) Pedestrian crossing at Colchester Road (BPAP 2 iv)
    - to follow up on footfall survey and written support for a crossing
  - 2) Safety improvements at Mount Bures junction (BPAP 2 iv)
    - to follow up on way forward to improve junction
    - update on damaged road signs
    - update on bus stop provision at Mount Bures junction
- c) To consider extending 30mph at Lamarsh Hill to gateway entrance
- d) To discuss parking issues at Water Lane
- e) Update on Station Hill pavement and tree root repairs (BPAP 3 iv)
- f) Update on Bridge Street resurfacing (BPAP 3 iv)
- g) Update on Colchester Road/Bridge Street – ECC SWAS (BPAP 2)

## **6. Planning**

- a) To report on applications received and any decisions made since the previous meeting – see attached list
- b) To consider a response to any applications received since the previous meeting requiring a response:
- c) To report and follow up as required:
  - 1) Garage site (BPAP 2 vii)
  - 2) Transfer of Land to rear of Cambridge Way (BPAP 2 iii)
  - 3) Proposals for the Old Bus Depot (BPAP 2 vii)
  - 3) Progress on Cuckoo Hill enforcement
- d) Update on progress of the Joint Bures Neighbourhood Plan (BPAP 4)
- e) To consider amendment/additions to Open Spaces Action Plan 2022

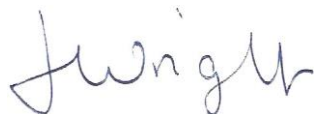
## **7. Joint Parish Plan 2021-2022**

- a) To report on progress of Bures in Bloom initiative
- b) To report on Bures Climate Change initiative (BPAP 2 vi)
- c) To report on Suffolk Community Foundation Grant application
  - to provide information to the local community about services available and offerings of the Good Neighbour Scheme
- d) To report on Health & Wellbeing Plan (BPAP 1 i)

## **8. Items for update, report and follow up as required**

- a) P3 Scheme (BPAP (2 ii)
- b) Bures Hamlet Speed Watch Scheme (BPAP 2 iv)
- c) Volunteering initiatives for grounds maintenance items
  - cleaning road signs, cutting back overgrown vegetation
- d) Station Hill garden revamp
- e) Millennium footpath fencing
- f) Grit bin provision at Parsonage Hill
- g) Christmas Light up and Fayre
- h) Bramford – Twinstead Pylon consultation
- i) Light provision at Parsonage Hill (BPAP 3 iv)
- j) E54 crossing closure Inquiry

- 9. Draft Budget**  
To approve presented 3 year draft budget 2022/23 - 25
- 10. Audit and Finance Matters**  
a) To note External Auditor's report for 2020/21 Accounting Statement received  
- with no matters arising  
b) To report on Internal Audit Review held on Monday 4<sup>th</sup> October 2021  
c) Finance & Budget monitoring report – circulated  
d) Bank reconciliation report and verifying bank statements – circulated/for signing  
e) To propose a policy for recording and social media at meetings  
f) To note LGA Model Code of Conduct for review and adoption May 2022
- 11. Clerk's Report plus any correspondence received for action** - circulated  
To report on Braintree District Council Bulb and Tree Planting Project  
To agree a site for 'Plant a tree for the Jubilee'
- 12. Physical Risk Assessment Report – Cllr Welch**  
To update on items raised from previous report.
- 13. Reports:**
- 1) Bures St. Mary PC – Cllr Pentney
  - 2) Cemetery
  - 3) Sportsground (BPAP 3)
  - 4) Community Centre
  - 5) Rights of Way (BPAP 2 ii)
  - 6) BALC & EALC
  - 7) Transport
  - 8) Station Adopters
  - 9) Tree Warden (BPAP 2)
  - 10) Bures Primary School
  - 11) Bures Common
- 14. Brief information & exchange for next agenda items**
- 15. Dates for Representatives at BSMPC meetings**  
2022: 20<sup>th</sup> January – Cllr Monk, 17<sup>th</sup> March – Cllr Welch,  
APM TBA – All, AGM, 19<sup>th</sup> May – Cllr Shackell,  
21<sup>st</sup> July – Cllr Baker, 22<sup>nd</sup> September – Cllr Ellis
- 16. Date of next meeting:** Monday 17<sup>th</sup> January 2022 to be held at  
Bures Community Centre, Nayland Road at 7.30pm  
**Future meetings 2022:** 14<sup>th</sup> March, APM TBA, 16<sup>th</sup> May AGM,  
18<sup>th</sup> July, 19<sup>th</sup> September



**Mrs. Jenny Wright,**  
**Clerk to Bures Hamlet Parish Council**  
**8<sup>th</sup> November 2021**

