

Bures Hamlet Parish Council

Mrs J. Wright (Clerk)
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Notice of a 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 18th July 2022 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. Neighbourhood 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 Annual Parish Council Meeting of 23rd May 2022 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. Police Matters**
 - a) To report on any issues raised with Suffolk and Essex Community Policing Teams
 - b) Speed Watch Scheme update (BPAP 2 iv)
- 6. Highway Matters**
 - a) To report on the following LHP requests: (BPAP 2 iv)
 - 1) Pedestrian crossing at Colchester Road
- spring footfall survey and additional evidence
 - 2) Safety improvements at Mount Bures junction
 - 3) Bus stop provision at Mount Bures junction
 - 4) Installation of reflective bollards at top of Lamarsh Hill – evidence needed
 - 5) Update on 30mph at Lamarsh Hill
 - b) 20mph webinars for parishes
 - c) Parking matters -use of Station carpark update
 - d) Station Hill tree root repairs (BPAP 3 iv)
 - e) Refresh of yellow lines at Bridge Street
- 7. 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) Jubilee Grove: (BPAP 2 iii)
 - i) Transfer agreement ii) Name sign iii) Volunteering iv) Jubilee tree/sign
 - d) To report and follow up as required:
 - 1) Created entrance to Land South of Penlan
 - 2) Garage site (BPAP 2 vii)
 - 3) Chambers Bus Depot Site (BPAP 2 vii)
 - 4) Bus waiting at Bridge Street/Colchester Road
 - 5) Progress on Plots 5 & 6 Cuckoo Hill
- 8. Joint Bures Neighbourhood Plan (BPAP 4)**
 - a) Update on progress of the NHP
 - b) To report on grant applications
 - c) To accept Steering Group and Wider Team meeting minutes
- 9. 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 update on grant for Residents Welcome packs/follow up on GNS (BPAP 1 iii)
 - d) To report on Health & Wellbeing Plan/Cycle racks (BPAP 1 i)
- 10. Items for update, report and follow up as required**
 - a) National Grid Bramford to Twinstead project
 - b) P3 Scheme (BPAP (2 ii)
 - c) Station Hill garden revamp
 - d) Millennium footpath fencing
 - e) Application for Possessory Title for Essex Knowle
 - f) Rewilding of grass verges
 - g) Weedspraying
 - h) Queen's Platinum Jubilee events

11. Audit and Finance Matters

- a) To note waiting on External Auditors report for 2021/22 Accounting Statement
- b) To note Internal Audit Review provisionally booked 3rd or 10th October
- c) Finance & Budget monitoring report – circulated
- d) Bank reconciliation report and verifying bank statements – circulated/for signing
- e) To discuss outsourcing HMRC programme
- f) To discuss submitting grant applications - CIF, Micro grants, Eastlight
- g) To note Asset Register updated
- h) Policy for recording and social media at meetings

12. Clerk's Report plus any correspondence received for action - circulated

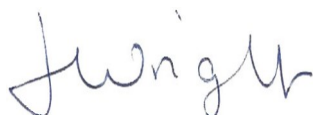
13.. Physical Risk Assessment Report – Cllr D Monk
To update on items raised from previous report.

14. Reports:

- 1) Bures St. Mary PC – Cllr J McCrory
- 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

15. Brief information & exchange for next agenda items

16. Date of next meeting: Monday 19th September 2022 to be held at
Bures Community Centre, Nayland Road at 7.30pm
Future meetings 2022: 14th November
Future meetings 2023: 16th January, 20th March, Joint APM – TBA,
AGM 15th May, 17th July, 18th September



Mrs. Jenny Wright,
Clerk to Bures Hamlet Parish Council
11th July 2022