

# Bures St Mary Parish Council

Clerk: Mrs J. Wright

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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 St Mary on Thursday 23<sup>rd</sup> November at Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the **Bures Parish Action Plan 2022-23** (BPAP)

- 1. Community spirit and communication** (i. Mental Health and Well-being, ii. Parish Council communication with residents)
- 2. Environment** (i. Hedge and tree planting, ii. Future development of Jubilee Grove, iii. Rights of Way, iv. Reduce pesticide and weed killer use)
- 3. Community Assets, services and enterprise** (i. Recreation Ground, ii.. Lighting and pavements, iii. Accessibility)

### 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 28<sup>th</sup> September 2023 to be approved and signed as a correct record (previously circulated)
- 4. Co-option of new members**  
To discuss any interests received and to agree co-option
- 5. Public Forum – 15 minutes maximum public participation**  
3 minutes for individual contributions unless agreed by the Chair  
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.  
**Bures Hamlet Parish Council** representative to present their report – **Cllr Keeble-Fox**
- 6. Police**
  - a)** To report on matters raised with Suffolk and Essex Community Policing Teams
  - b)** Speed Watch Scheme update

## **7. Highway Matters**

- a) 20s Plenty for Us Campaign – update on proposed Parish survey
- b) ANPR Scheme request for B1508 - update **JF**
- c) Request for a dropped kerb at Nayland Road - update **JF**
- d) St Edmunds Lane Pilgrim's Rest surface water - update **JF**
- e) Deterioration of brick flint wall at corner of carpark and Nayland Road - update
- f) B1508 road bridge repairs - update **JF**
- g) Corn Hall made-up track/drainage onto B1508 - update **JF**
- h) Parking issues
- i) Consider request for Pikes Marsh/Tawneys Ride (55-58) additional signage
- j) Frequent flooding/standing water on B1508 off Bevills Estate - **JF**

## **8. National Grid Bramford to Twinstead – Consultation Community Benefits for communities affected by the Bramford to Twinstead NSPI application- update** Update on the six Parishes combined response to Stour Valley East CSEC access road **Cllr Fairbairn**

## **9. Matters arising which do not appear elsewhere on the agenda**

- a) Overgrown telegraph pole on Nayland Road- update
- b) Follow up on Health & Wellbeing matters: Dementia Awareness **Cllr McCrory**
- c) Bus shelter repairs – Microgrant application/Quotes update
- d) Management of SID – ECC LHP request update
- e) Parish Trees, Hedgerows and Wildflowers Scheme (BPAP 2 I)
- f) Christmas lights event
- g) Grit bin installation- Upper Tawneys Ride
- h) Grit bin Eves Orchard refilling issue - **JF**
- i) Parish Contractor works list - circulated (BPAP 2 iv)
- j) Remembrance Day Service 2023
- k) Consider reverting to the third Thursday of the month for Parish Meetings

## **10. Planning**

- a) To report on applications received and any decisions made since the previous planning committee meeting – see attached list
- b) To consider a response to any applications received since the previous planning committee meeting:
- c) Chambers bus depot site update
- d) Plots 5 & 6 Cuckoo Hill update - **District Cllr Reece**
- e) To report and discuss need for any follow up on the following:
  - Land sales at Colchester Road - **Cllr Jackson**
  - Ferriers Farm Barns
  - Jubilee Grove (BPAP 2 ii)
  - Garage site

## **11. Joint Parish Plan 2023-24 and Joint NHP**

- a) To approve revised plan for 2023-2024
- b) To report on clarification of parish councils' NHP responsibilities – Zoom meeting
- c) To accept minutes of the NHP Steering Group

**12. Budget**

To approve presented 3-year draft budget 2024-27

**13. Audit Matters**

- a) To confirm agreement of new Internal Auditor and Letter of Engagement
- b) To report on the Internal Audit Review of 30<sup>th</sup> October 2023.

**14. Finance Matters**

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation report and verifying bank statements – circulated/for signing
- c) To report on progress of change of Banks, Signatories and BACS payments
- d) To confirm system of Tax/Ni payments to HMRC
- e) To confirm NALC Salary Pay Award 2023-24
- f) Clerk/RFO appointment follow up for BSMPC and Sportsground Committee

**15. Correspondence**

All the following correspondence has been circulated for information or follow up:  
StreetLink- Rough Sleeping Strategy/Rough Sleeper Count 1st November  
Rural Coffee Caravan dates for 2024  
SALC Local Councillor Magazine Autumn 2023  
Suffolk Constabulary Redesigning the Local Policing Operating Model December 2023  
Babergh Town and Parish Briefing October 2023  
Groundwork East Net Zero and Energy and Energy Efficiency Support  
Climate and Energy Training Suffolk Climate Change Partnership  
ONS Household Costs Indices online event 4th December 2023

**16. Reports:** Cllrs to acknowledge receipt and present questions by exception

- a) Asset report – Cllr Aries ( Dates for 2024 - Cllr Ellerbeck 25<sup>th</sup> January, Cllr Taylor 21st March, Cllr McCrory 23rd May )
- b) Sportsground (BPAP 3 I) – 09/11/2023 minutes circulated
- c) Community Centre – 13/11/2023 minutes circulated
- d) Rights of Way (BPAP 2 ii)
- e) Tree Warden (BPAP 2 i) – see planning applications and decisions
- f) SALC weekly news e-bulletins
- g) Primary School
- h) Webinar for the Suffolk Digital Inclusion Fund 9th November -**Cllr Taylor**

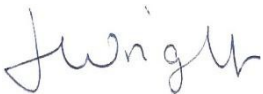
**17. Brief information & exchange for next agenda items**

**18. Representatives at Bures Hamlet Parish Council meetings:**

Monday 15<sup>th</sup> January 2024: Cllr Koeck  
18<sup>th</sup> March 2024: Cllr Jackson  
20<sup>th</sup> May 2024: Cllr Fairbairn

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- 19. Date of next meeting:** Thursday 25<sup>th</sup> January 2024 to be held at  
Bures Community Centre, Nayland Road at 7.30pm  
Future meeting dates agreed: 2024: 21<sup>st</sup> March, APM 25<sup>th</sup> March,  
23<sup>rd</sup> May, 25<sup>th</sup> July, 25<sup>th</sup> September



**Mrs Jenny Wright**  
**Clerk to Bures St Mary Parish Council**  
**17th November 2023**