

**Minutes of Bures Hamlet Parish Council Meeting  
Monday, 13<sup>th</sup> September 2021  
held at Bures Community Centre at 7.30pm**

**Present:** Cllrs M Baker, C. Ellis, K McAndrew, D Monk, B Raymond, R Shackell, M Welch, J Aries (Parish ROW Officer), Cllr W Scattergood (BDC)  
**In the Chair:** Cllr R Shackell  
**Also Present:** Mrs J Wright (Clerk) plus 2 members of the public present.

**01/09/21 APOLOGIES FOR ABSENCE**

Apologies received from Cllr P Schweir (ECC).

**02/09/21 DECLARATION/REGISTER OF INTERESTS/DISPENSATIONS**

To receive any 'pecuniary' or 'non-pecuniary' interests and dispensation requests.  
No interests declared and no dispensation requests put forward.

**03/09/21 MINUTES**

Minutes of the Parish Council Meeting of 19<sup>th</sup> July 2021 (previously circulated) were duly approved and signed as a correct record.

**04/09/21 PUBLIC FORUM**

15 minutes maximum public participation

3 minutes for individual contributions unless agreed by Chairman

There were 2 members of the public present.

The applicants for Application No. 21/01801/HH, No.14 Water Lane were in attendance and shared notes referring to revisions made to the application for consideration by members at Agenda Item 6(b). The Chairman noted that the revisions covered previous concerns raised by members with the exception that the drawings lacked dimensional clarification of the boundary line down to the rear of the property. The applicants accepted the member's comments and will follow up with their architect for a further set of revisions.

**County Councillor:** Cllr Schweir was not in attendance to put forward a report. However Cllr Schweir regularly forwarded ECC and BDC information to the members which is shared with residents via the parish council's facebook page.

**District Councillor:** Cllr Scattergood reported on a 6 hour electricity outage in a nearby parish and suggested to residents to be mindful of power surge issues if computers are not turned off. She noted that members are waiting on confirmation from Inspectors as to whether the BDC Local Plan is considered sound. All information on the Braintree District Local Plan 2013 – 2033 is available online. Cllr Scattergood advised that members should consult both current and emerging Local Plans plus NPPF when commenting on planning applications. Residents no longer required to separate coloured glass at recycling bottle banks in the district.

## **05/09/21 HIGHWAY MATTERS**

**a) Review of parking restrictions at Bridge Street:** The parish council has responded to the BDC Officer's recommendation to refuse the TRO application for Bridge Street. The members continue to support its application and have expressed concern at the suggested introduction of more stringent enforcement. BDC acknowledges the concern and suggests it will defer a decision on the application to give the opportunity for members and residents to be consulted on a fresh design to be put forward by BDC and NEPP.

Cllr Scattergood accepts that the parish council TRO application has not been given BDC approval. However she continues to offer her support for a design which will be acceptable for the local businesses in Bridge Street.

**b) Review of parking restrictions at The Paddocks:** The request to review the parking restrictions has been rescinded and no further action to be taken by members.

### **c) Local Highway Panel (LHP) requests for consideration to submit:**

1) Pedestrian crossing at Colchester Road: Questions raised as to whether there is a feasible point where a crossing may be placed. A recent planning approval for a dropped kerb near suggested locations is a factor to be taken into account. Volunteers will be needed to collate traffic speed. Chairman to follow up on gaining volunteer support. Midday suggested as a sensible time for a traffic survey as families return home from Noah's Ark Nursery Group.

2) Safety improvements at Mount Bures junction: Residents have once again asked the parish council to revisit the previously refused LPH request to improve safety at the junction. The Clerk is following up the matter with both Cllr Schweir and Mount Bures Parish Council. Members agreed that the parish council should not encourage residents to walk the dangerous B1508 stretch into Bures Hamlet. The parish contractor cuts the grass verge but it was agreed not to cut the hedge back this year so as to discourage walkers. It was agreed to promote a safer route from the junction down to the Mill. 'Traffic free route' sign to be installed. Cllr Schweir confirmed the damaged signage at the junction is added to the Highways work programme.

**d) Station Hill tree roots:** One tree root successfully covered with tar Macadam. Second root to be treated when funding allows. Damaged pavement surface outside No. 15 reported for repair.

**e) Bridge Street resurfacing:** The Clerk has submitted a request for Bridge Street to be resurfaced. Highways scheduled to make good the potholes. Resurfacing may follow.

**f) ECC Surface Water Assessment Scheme:** The Highways team has followed up on the flooding issues at Bridge Street/Colchester Road. Several pipework repairs completed in Water Lane, Station Hill, Bridge Street and Colchester Road. One fence post along the boundary of Bures Common had inadvertently been installed through a section of pipe. This has been rectified. Works to hopefully mitigate the flooding issues.

### **g) LHP requests submitted:**

1) Bus stop at Mount Bures junction – still waiting on design to determine if the gradient is appropriate for the provision of a hard standing.

2) Provision of 2 bollards to protect a fire hydrant at Colchester Road transferred to the 2021/22 programme of works. Works completed.

3) Grit bin - request submitted for a grit bin at Colne Road. It is noted that the request is not currently on the LHP agenda. Members agreed the parish council should purchase its own grit bin. Sponsorship to be sought.

## **06/09/21 PLANNING**

**a)** All applications received and comments made to date as per attached list.

**b)** Applications requiring consideration at this meeting:

**Re-consultation Application No. 21/01801/HH** No. 14 Water Lane – revised drawings.

The application is agreed in principle subject to the receipt of a plan showing dimensional clarification of the boundary line down to the rear of the property.

The Chairman noted to members present of his written response to a resident regarding questions raised from the parish council's response to Application No. 21/01966/FUL Ferriers Farm Barns.

**c) Other planning matters reported on:**

**Vacant garage site:** The garage site is now on the market again for a sum in the region of £750,000, with planning permissions currently in place. The parish council has written to BDC and to the developer's agent regarding safety at the site. BDC is investigating BHPC concerns but it was noted that the developer has a timescale of up to 3 years to erect the hoarding. Cllr Scattergood agreed to follow up with BDC Building Control to hopefully achieve a solution to securing the site.

**Land to rear of Cambridge Way:** Cllr Scattergood continuing to liaise with BDC Cabinet members to support the BHPC's ambition to take over the land and manage as a parish asset. Current lease holder has informed the Clerk he has no issues with the proposals. All parties agree it is sensible for the transfer to proceed as soon as possible so as not to delay planting of the land for a further season. Following the transfer BHPC will need to consider a Trust to manage the land on its behalf.

**Cuckoo Hill site:** The application to reduce the height of Plots 5 & 6 has been agreed by Babergh DC with stringent conditions attached to alleviate the problems residents have suffered so far. A reduced bond fee of £130,000 has been paid by the developer to allow BDC to take over if the developer fails to complete.

**d) Bures Joint NHP:** An application for a Joint Bures NHP has been submitted to both Braintree and Babergh District Councils, identifying the area to which it applies. Reg 6 of the NHP Regulations requires all multi-parish area applications to be consulted on for a minimum of 6 weeks. Notices have been displayed online and in the village. Volunteers are needed to join a NHP Working Party. Inaugural meeting arranged for 28<sup>th</sup> September at 7.30pm in the Garrad Room. Lead LPA to be Braintree DC. Grants to be administered by Braintree DC via BHPC.

**Cllr Scattergood left the meeting at this point.**

## **07/09/21 Joint Parish Plan 2021-22:**

**a)** The suggestion for Bures in Bloom with planters installed at strategic points around the village to be moved forward jointly with BSMPC. Watering needed to be considered. Possibly a display of blooms in the unused telephone kiosk.

**b)** The Climate Action Support initiative is being pursued via BSMPC jointly for the village. At no cost to the community, Green Champions will conduct 5-minute doorstep surveys of households and provide advice about steps the householder can take to become energy-efficient. 3 months later, the team revisit to assess the impact of any measures taken with a final analysis to see if the community as a whole has reduced its carbon footprint. Green Champions to attend the local Saturday Markets to promote.

c) An application has been submitted to Suffolk Community Foundation for a grant of £1,500 to supply hardcopies of Welcome Packs providing information to the local community about services available in the village and to progress a Good Neighbour Scheme.

#### **08/09/21 ITEMS FOR UPDATE, REPORT AND FOLLOW UP AS REQUIRED**

a) **P3 Scheme:** Cllr Aries has drawn up a list of suggested footpaths to be covered by the ECC Service Level agreement and circulated to all members. Members have agreed to proceed. Continuing to be followed up with Shirley Anglin, ECC PRoW and Localism Officer.

b) **BH Speed Watch:** Cllr Aries reported that the Speed Watch team is currently running smoothly but more volunteers always welcomed. Advertising to be placed on the facebook pages and in the parish magazine via the Snippet page.

c) **ASB issues:** Suffolk Police Kestrel Team regularly visiting the village. A couple of serious ASB incidents have been followed up. The deterioration in the weather has deterred the youngsters from congregating in huge numbers. Damages to waste bins reported. Verbal abuse incidents reported.

d) **Ground maintenance volunteering initiatives:** Cllr Baker suggested the village road signs could be cleaned and vegetation overgrowth cut back. Footpath from Colne Road to the railway has been tidied. The Chairman agreed to keep the section behind No. 8 Parsonage Grove clear for users. Thanks expressed to Cllr Monk for cleaning the bus shelters. Shelters to be re-varnished in the spring. Clerk to follow up with the contractor to revamp the Station Hill gardens.

e) **Bramford - Twinstead Pylon Consultation:** Undergrounding is a preferred option. County and District Councillors along with MPs for both Suffolk and Essex in discussions with National Grid

f) **Health & Wellbeing:** BSMPC Cllrs Sills and McCrory have agreed to take this forward to produce a Health and Wellbeing Plan for Bures. BHPC offered its support. Cllr Sills investigating grants to promote cycle routes.

g) **Light provision for Parsonage Hill:** Following the installation of low level lighting at Tenter Field, the parish council will reconsider the need to supply a light on the hill when evenings pull in and an assessment can be better made. To consider a wall mounted light.

h) **E54 Pedestrian crossing:** The parish council is still waiting on the Public Inquiry outcome as to whether the crossing will be closed to pedestrians. No decision currently made for any Essex crossings.

#### **09/09/21 AUDIT AND FINANCE MATTERS**

**Business Premium A/C balance: £10,537.46**

**Community A/C balance: £2,702.73 (when all cheques paid)**

a) It is noted that the External Auditor's report for 2020/21 Accounting Statement has not yet been received.

b) It is noted that the Internal Audit Review is scheduled for 4<sup>th</sup> October 2021.

c) Finance & Budget Monitoring Report – circulated, noted and attached.

d) Bank reconciliation report dated 3<sup>rd</sup> September 2021 – circulated, noted and attached. Corresponding bank statements – circulated, noted and attached. Duly signed by the Chairman and non-signatory member.

e) It is agreed to contribute £100 per annum towards the maintenance of Philips Path at Mount Bures. Maintenance works being carried out via Mount Bures Parish Council.

f) It was noted that the Millennium footpath fencing is in need of renewing. Damaged panels regularly being replaced by the contractor. Clerk to discuss options with the adjoining landowner.

g) Policy for recording and social media at meetings to be followed up jointly with BSMPC.

## **10/09/21 CLERK'S REPORT PLUS ANY CORRESPONDENCE RECEIVED FOR ACTION**

This had been previously circulated (attached and placed on website).

The Clerk reported that some improvements have been made to the website and copyrights for images noted.

## **11/09/21 PHYSICAL RISK ASSESSMENT**

Cllr Shackell had circulated his report prior to the meeting. All assets appeared in good order. Some waste and dog waste bins needed emptying. Display board at riverbank needed a wipe clean. Fencing around Millennium footpath in poor condition.

## **12/09/21 REPORTS**

All reports had been circulated prior to the meeting.

**Bures St Mary PC:** Cllr Norton, scheduled representative for BSMPC was not in attendance to offer a report. Next meeting to be held on 16<sup>th</sup> September 2021.

**Cemetery:** Cllr Aries had circulated her report prior to the meeting. Cemetery all in good order. Weeds growing on the main drive have been a significant issue this summer. Contractor resorted to burning off the weeds with some success. 3 year Picus test carried out on the Cedar and Sequoia. Survey of all trees to be arranged. Following on from the memorial inspection, members agreed not to proceed with repairs at the moment owing to the costs involved. Grave deed holders are being sought to request they undertake the repairs and meet associated costs themselves. All unstable memorials are clearly marked with warning signs. A Commonwealth War Graves Commission plaque to be mounted at both front and rear entrances. New smaller shed delivered and waiting to be installed.

**Sportsground:** Cllr Monk had circulated a report from the Committee meeting held on 9<sup>th</sup> September. Unannounced visits by Suffolk Police 'Kestrel Team' have helped reduce the ASB issues along with the recent river pollution scare. Portaloo hire extended to the end of October with a review at the November meeting. Refreshment wagon to continue sales throughout the winter months. Opening times of the hirers choosing. Additional gate installed. Beacon to be relocated. Grant application for new play equipment to be submitted to ECC. Babergh DC has installed blue bins for paper and card recycling following the removal of the paper banks.

**Community Centre:** Cllr McCrory had circulated a short report for the meeting. Main hall has been painted. Majority of previous hirers including the film society have returned. Electric cooker installed. New treasurer still being sought and there is a vacancy once again for a caretaker.

**Rights of Way:** Cllr Aries had circulated her report prior to the meeting and this has been placed on the parish council website. Items to note: Several finger posts reported for repair or replacement. Parish contractor has cut back brambles and nettles along BWY25. FP30 brambles and hedge also cut back. FP33 Philips Path hedge cut back. Grounds maintenance of FP33 carried out by Mount Bures PC with a contribution of costs from Bures Hamlet PC. Continuing to follow up with the P3 Officer for the parish council to join the scheme. Footpaths suggested to be maintained by the parish listed in Cllr Aries' report.

**BALC:** Cllr Shackell has attended the virtual meetings run by EALC which aimed to reform Braintree Association of Local Councils (BALC). A constitution now adopted and an executive committee elected. Martin Lee (Sible Hedingham Chairman) appointed as Chairman of BALC. A subscription of £40 agreed.

**Transport:** Cllr Welch reported on the Greater Anglia winter timetable scheduled to commence from 12<sup>th</sup> September. Early morning and evening peak times on weekdays to change. Service on other routes will be subject to change.

**Station Adopters:** Mary Turner had circulated her report on behalf of Bures Station Adopters. Bee friendly planters looking attractive. Waiting on a Bug House to be installed. Ferriers Barn members painted a colourful dragon now fixed above the noticeboard. Map showing route to the Chapel Barn dragon to be installed. Pargetting for carpark wall being followed up. A successful music train on the Gainsborough Line was held early September. Some minor crime incidents at the station over the summer period reported to British Transport Police. Full report placed on the parish council website.

**Tree Warden:** Cllr Baker had circulated her report prior to the meeting. She had received one application since the previous meeting for works to trees at No.17 Bridge Street. Still to follow up with the applicant prior to submitting her comments.

**Bures Primary School:** No report for this meeting as the children have only recently returned back to school following the summer break.

**Bures Common Land Trust:** Gill Jackson, Secretary had circulated a report on behalf of the Trustees. This summer has seen an increased use of the Common for village activities. A Pop-up Café was held on Sunday afternoons in aid of St Nicholas Hospice. The BCLT marked 10 years since the purchase of the common by holding a Get Together on Bank Holiday Monday. The Baptist Church held an open service for the ordination of their pastor, Cath Brown. All events well attended. Markets continuing to be successful. Future events scheduled are – RBL 100<sup>th</sup> anniversary celebration, History Society tea, school boot sale.

### **13/09/21 INFORMATION EXCHANGE/NEXT AGENDA ITEMS**

Volunteering initiatives for considering – cleaning of road signs and cutting back of overgrown vegetation.

### **14/09/21 DATE OF NEXT MEETING**

Monday 15<sup>th</sup> November 2021 to be held at Bures Community Centre, Nayland Road at 7.30pm.

Future dates booked: 2022: 17<sup>th</sup> January, 14<sup>th</sup> March, APM TBA, 16<sup>th</sup> May AGM, 18<sup>th</sup> July, 19<sup>th</sup> September

The meeting closed at 9.30pm

Signed:

Chairman

Date: