

# Bures St Mary Parish Council

Clerk: Mrs J. Wright

38 The Paddocks

Bures CO8 5DF

Tel: 01787 227750

Email: [buresparishcouncils@gmail.com](mailto:buresparishcouncils@gmail.com)

## 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 16<sup>th</sup> January 2020 at the Garrad Room, Bures Community Centre, Nayland Road at 7.30pm.

This agenda makes reference to the Bures Parish Action Plan (BPAP) areas of focus:

1. Countryside and Village Appearance; 2. Community Spirit and Communication;
3. Community Assets and Values; 4. Retail Facilities; 5 Housing; 6 Traffic Management;

### AGENDA

1. **Apologies for Absence** – To note specific reason if absent from meeting
2. **Vacancy on Parish Council**  
To report on vacancy and advertising of such vacancy
3. **Declarations of Interests & Dispensation Requests**  
To receive any 'Pecuniary' or 'Non-pecuniary' interests and Dispensation requests
4. **Minutes of the Parish Council Meeting of 21<sup>st</sup> November 2019**  
**to be approved and signed as a correct record (previously circulated)**
5. **Public Forum** – 15 minutes maximum public participation  
3 minutes for individual contributions unless agreed by the 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.
6. **Police**
  - a) To note police reports and police meeting dates – circulated and online
  - b) Evidence Based Policing Project update
  - c) To report on any issues raised with Police Liaison Officer and CPT
  - d) BSM Speed Watch Scheme update (BPAP 6)

**7. Highway Matters – JF (BPAP 6)**

- a) Update on footpath resurfacing/ light provision leading to Pikes Marsh
- b) 20's Plenty signage
- c) Pothole reports

**8. Planning – MB**

- a) To report on applications received and any decisions made since the previous planning committee meeting – see attached list (BPAP 1)
- b) To consider a response to any applications received since the previous planning committee meeting
- c) To report on the following:
  - Cuckoo Hill Judge Oral Hearing
  - Cuckoo Hill Appeal Plots 5 & 6
  - Land to rear of Cambridge Way
  - Garage siteTo report on the following Enforcement Cases:
  - 17/00321/COU Knowle House (formerly Chambers Bus Yard)
  - S85633392 Field off Arger Fen Road
  - Buildings at Risk Register – barns at Over Hall

**9. Bures Parish Action Plan Summary**

To receive Working Party reports and follow up on BSM matters

- a) Highway, Transport, Parking – entrance signs, Cuckoo Hill parking, Crossing point at school, Community Centre direction sign
- b) Retail Facilities – promotion of Post Office, Bridge Stores, Bank House, Central Stores, Tawney's Ride garages
- c) Street lighting
- d) To review Action Plan Points

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

- a) Parking issues at Beaumont Close/Claypits Avenue **MB**
- b) Pikes Marsh estate (BPAP 3) **MB**
  - 1) BDC Lease
  - 2) S106 contributions
- c) Walks leaflets and walks information board– use of grants (BPAP 1)
- d) Christmas Lights Scheme
- e) Signposting how to access information & reporting tool
- f) Riverside boards
- g) Emergency Plan information for website
- h) Local Council Award application
- i) Friends of the Earth 20 Actions for parish councils
- j) Parish Contractor works list – attached

**11. Finance**

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation and verifying bank statements – circulated - for signing
- c) BDC Precept Request Form – for signing
- d) To review options for HMRC payroll
- e) To review options for Online Banking and cheque payments
- f) Re-allocation of donation Scout Headquarter flooring
- g) To note The Pensions Regulator re-enrolment and re-declaration
- h) To note mid-year VAT claim refund submitted

**12. Draft Policies for consideration and approval**

- a) Social Media
- b) Data Protection & Information Management
- c) Accessibility Statement for website
- d) Review of Financial & Operational Risk Assessment
- e) Training

**13. Government Consultation Papers/Legal Topic Notes**

All the following documentations have been circulated and noted:

NALC Legal Update – repairs to property relating to affairs of the church

NALC Consultation – strengthening police powers to tackle unauthorised encampments

**14. Correspondence**

All the following correspondence has been circulated for information or follow up:

Shaping Suffolk Conference follow up Planning Survey – Cllr Jackson & Aries

BDC Review of its website and request to meet

Spring Clean Suffolk 2020

Town & Parish Council Liaison Meeting February – Cllr Aries & Clerk to attend

AONB Monthly Update November & December 2019

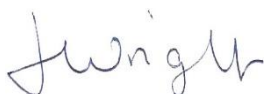
**15. Reports:**

- a. Asset report – Cllr Warren
- b. Bures Hamlet PC – Cllr Shackell
- c. Cemetery
- d. Sportsground (BPAP 3)
- e. Community Centre - display of awards/memorabilia
- f. Rights of Way (BPAP 3)
- g. Transport (BPAP 3) – Station Adopters report
- h. Tree Warden (BPAP 1)
- i. SALC
- j. Primary School (BPAP 3)
- k. Bures Common (BPAP 3)

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

**17. Date of next meeting:** Thursday 19<sup>th</sup> March 2020 to be held at The Garrad Room, Bures Community Centre at 7.30pm

Future dates booked: 2020: APM 23<sup>rd</sup> March, AGM 21<sup>st</sup> May, 23<sup>rd</sup> July



**Mrs Jenny Wright**

**Clerk to Bures St Mary Parish Council**

**10<sup>th</sup> January 2020**

