

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 18th July 2019 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. **Co-option of new member**
To discuss any interests received and to agree co-option
3. **Declarations of Interests & Dispensation Requests**
To receive any 'Pecuniary' or 'Non-pecuniary' interests and Dispensation requests
To note all members Register of Interests completed and on website
4. **Minutes of the Annual Parish Council Meeting of 16th May 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) To report on any issues raised with Suffolk Police Liaison Officer –
weekend youth visits, damage to garages
 - c) To report on Essex & Suffolk Community Policing Team visits

7. Highway Matters – JF (BPAP 6)

- a) To update on follow up of SCC Highways Community Self Help Launch
- b) Assington Road C733 traffic calming request
- c) Request for footpath resurfacing/ light provision leading to Pikes Marsh
- d) Civil Parking Enforcement with TROs for school entrance markings
- e) To update on roadbridge works
- f) Bunting and Christmas Lights along roadbridge
- g) Line painting – disabled bay, Nayland Road, Cuckoo Hill
- h) St Edmunds Lane pothole repairs

8. Planning

- 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 site
 - Land to rear of Cambridge Way
 - Garage site
 - Land to rear of Windy Ridge, Colne Road
- d) To report on the following Enforcement Cases:
 - 17/00321/COU Knowle House (formerly Chambers Bus Yard)
 - S85633392 Field off Arger Fen Road

9. Bures Parish Action Plan Summary

To report on follow up on Working Parties:

- a) Highway, Transport, Parking Issues
- b) Retail Facilities
- c) Street lighting

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

- a) BSM Speed Watch Scheme/Speed Reduction signs (BPAP 6) **JF**
- b) Pikes Marsh estate (BPAP 3):
 - 1) BDC Lease
 - 2) S106 contributions
 - 3) Footpath and ditch
- c) Superfast Broadband issues (BPAP 2)
- d) Walks leaflets (BPAP 1)
- e) Social Media
- f) Parish magazine – snippet page, Nayland & Wissington 'Community Times'
- g) Parish Council member surgeries
- h) Re-print of interpretation boards
- i) Fysh House Farm waste
- j) Data Protection
- k) Joint Emergency Plan
- l) Parish Contractor works list – attached

11. Finance

- a) Finance & Budget monitoring report – circulated
- b) Bank reconciliation and verifying bank statements – circulated - for signing
- c) To consider request for contribution to costs of sensor light provision
- d) To consider the appointment of Assistant Clerk for Sportsground Committee
- e) To consider a Policy for Donation & Grant requests

12. Audit Matters

To note waiting on External Auditor's report for 2018/19 Accounting Statement
To note Internal Audit Review scheduled for 6pm, 28th October 2019 –
Cllr McCrory, Clerk and Internal Auditor to attend – new member to be agreed
following Cllr Saer's appointment as bank signatory

13. Government Consultation Papers/Legal Topic Notes

All the following documentations have been circulated and noted:
Website Accessibility requirements and compliance – to be actioned
ICO Information on Data Protection Fees and individual councillors
EALC Legal Newsletter Issue No. 16 July 2019
PR1-19 Protecting and enhancing England's trees and woodlands
The Tree and Woodland Charter

14. Correspondence

All the following correspondence has been circulated for information or follow up:
Suffolk Passenger Transport information on SCC decision to no longer update
roadside bus timetable cards – **3 options to be considered**
SCC Consultation on the Green Access Strategy – Rights of Way Improvement Plan
via www.suffolk.gov.uk/rowip
SALC Community Awards – deadline 21st July - **application to be submitted**
Babergh & Mid Suffolk Joint Local Plan – Full Council Draft July 2019 Preferred
Options - for consultation
BDC Household Waste Calendar changes – BSMPC now Mondays
Letter from J S Wright & Sons Ltd re Willow plantation – response sent to be noted
AONB Monthly Update June 2019
Details of the SCC Ipswich Northern Route Consultation

15. Reports:

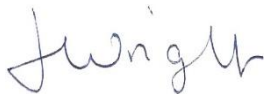
- a. Asset report – Cllr J McCrory
- b. Bures Hamlet PC – Cllr C Ellis
- c. Cemetery
- d. Sportsground (BPAP 3)
- e. Community Centre
- f. Rights of Way (BPAP 3)
- g. Transport (BPAP 3) – Station Adopters report
- h. Tree Warden (BPAP 1)
- i. SALC – to report on Councillor Briefing held at Lavenham – Cllr Aries
- j. Primary School (BPAP 3) – What is the parish councils strategic inspiration for
the primary school – Cllr Fairbairn
- k. Bures Common (BPAP 3)

16. Brief information & exchange for next agenda items

17. Date of next meeting: Thursday 19th September 2019 to be held at The Garrad Room, Bures Community Centre at 7.30pm

Future dates booked: 2019: 21st November

2020: 16th January, 19th March, APM 23rd March,
AGM 21st May, 23rd July



Mrs Jenny Wright

Clerk to Bures St Mary Parish Council

10th July 2019