

# Bures St Mary Parish Council

Clerk: Mrs J. Wright

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## Notice of Parish Council Meeting

### Please note this is a Virtual Zoom Meeting

**Members of the Public should contact the Clerk to arrange an invitation to join in  
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 17<sup>th</sup> September 2020 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. **Declarations of Interests & Dispensation Requests**  
To receive any 'Pecuniary' or 'Non-pecuniary' interests and Dispensation requests
3. **Minutes of the Parish Council Meeting of 23<sup>rd</sup> July 2020 and Joint Planning Committee Meeting of 24<sup>th</sup> August 2020 to be approved and signed as a correct record (previously circulated)**
4. **Notice of Member Vacancy**  
New member - Bures St Mary Parish Council & Bures Joint Sportsground Committee
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 update on matters raised from Design Out Crime Report
- b) To report on any issues raised with Suffolk and Essex Community Policing Teams
- c) BSM Speed Watch Scheme update (BPAP 6)
- d) To note Police newsletters circulated as received and available online

**7. Highway Matters – JF (BPAP 6)**

- a) B1508 roadbridge works
- b) St Edmunds Lane surface water
- c) Byeway 5 - Croft end surfacing - planings
- d) Speeding B1508 – to consider purchasing a VAS
- e) Resident request for Waldegrave drains to be cleared
- f) To note SCC Order to introduce wording & changes to map tiles re school entrance markings enforceable restrictions

**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 BDC site inspection
  - Parking issues at Cuckoo Hill
  - Cuckoo Hill Inquiry scheduled for 6<sup>th</sup> October 2020
  - Land to rear of Cambridge Way
  - Vacant garage site
- d) To report on the following Enforcement Cases:
  - Knowle House
  - S85633392 Field off Arger Fen Road
  - Buildings at Risk Register – barns at Over Hall

**9. Bures Parish Action Plan**

Highway, Street Lighting, Retail Facilities Working Party reports

- a) Retail Facilities report
- b) Joint Plan Review 2020/21

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

- a) Change of use for Claypits Avenue garages **MB**
- b) Pikes Marsh playarea: (BPAP 3) **MB**
  - 1) Land transfer
  - 2) S106 contributions
- c) Fence and ivy issues at Eves Orchard **MB**
- d) Bollards at Eves Orchard – Emerging Needs grant **MB**
- e) Improved Broadband for Arger Fen and Smallbridge
- f) Footpath beside 3 Horseshoes repairs and lighting
- g) Update on Local Council Award registration
- h) Update on Christmas lights scheme 2020
- i) Follow up on Health and Wellbeing Plan

- j) To discuss a review on Recording and use of Social Media at meetings
- k) One Suffolk Website Accessibility update
- l) Options to increase use and circulation of parish magazine
- m) Alternatives to Glyphosate
- n) Parish Contractor works list – attached – to note 2 volunteers completing Silver Duke of Edinburgh Award have been given permission to litterpick weekly

#### **11. Sportsground Committee**

- a) To agree Sportsground Committee to continue to operate with full delegated powers as per minutes of 1948
- b) To agree Sportsground Committee Terms of Reference

#### **12. Audit and Finance Matters**

- a) To note External Auditor's report for 2019/20 Accounting Statement received with no matters arising
- b) To note Internal Auditor Review scheduled for 12<sup>th</sup> October
- c) Finance & Budget monitoring report – circulated
- d) Bank reconciliation and verifying bank statements – circulated/for signing
- e) To approve Insurance renewal and amendment to assets
- f) To approve Standing Orders and Financial Regulations as per NALC recommendation
- g) Employment Briefing National Clerk's Salary Award implemented from 1<sup>st</sup> April 2020 – to discuss Clerk's request for a salary review
- h) To note CIL Expenditure Report submitted, circulated and advertised

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

All the following documentations have been circulated and noted:

NALC Checklist for holding an in-person council meeting

L01-20 Local Authorities and Police Crime Panels Regulations 2020

PC12-20 Transparency and Competition: Data and Land Control

PC10-20 Changes to Current Planning System

PC11-20 White Paper Planning for the Future

#### **14. Correspondence**

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

Government guidance on Coronavirus widely circulated and advertised

SALC Planning webinars August & September – **Cllrs Aries, Fairbairn and Jackson**

Dedham Vale AONB Flagship Species Zoom debate – 30<sup>th</sup> September

Consultation on the submission draft Assington Neighbourhood Plan

BDC draft 5 year housing supply position statements consultation

Local Government Association Model Member Code of Conduct consultation

SALC reminder of s.85 LG Act 18972 to attend a meeting with 6 months

BDC Thank you letter to Parish Clerk and Volunteers

BDC revised draft 'Statement of Licensing Policy' under the Licensing Act 2003

Information on Healthwatch Suffolk Digital Health and Care Survey

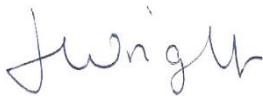
Information on the Great British Beach Clean and new Source to Sea Litter Quest

**15. Reports:**

- a. Asset report – Cllr J Aries
- b. Bures Hamlet PC – Cllr D Monk
- c. Cemetery
- d. Sportsground (BPAP 3)
- e. Community Centre
- f. Rights of Way (BPAP 3)
- g. Transport (BPAP 3) – Station Adopters
- h. Tree Warden (BPAP 1)
- i. SALC - AGM
- j. Primary School (BPAP 3)
- k. Bures Common (BPAP 3)

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

- 17. Date of next meeting:** 2020: 19<sup>th</sup> November  
: 2021: 21<sup>st</sup> January, 18<sup>th</sup> March, APM 22<sup>nd</sup> March (Joint)



**Mrs Jenny Wright**  
**Clerk to Bures St Mary Parish Council**  
**10<sup>th</sup> September 2020**