

# BURES ST. MARY PARISH COUNCIL

Clerk: Mrs Jenny Wright  
38 The Paddocks  
Bures CO8 5DF  
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Dear Councillor

You are hereby summoned to attend the Parish Council Meeting of Bures St. Mary to be held on Thursday 20<sup>th</sup> July 2017 at The Garrad Room, Bures Community Centre, Nayland Road at 7.30pm.

**THE PRESS AND PUBLIC ARE CORDIALLY INVITED**

## AGENDA

1. **Apologies for Absence** - To note specific reason if absent from meeting
2. **Co-option of Councillor**  
To follow up on co-option and to report on interest shown
3. **Declarations of Interest & Dispensation Requests**  
To declare any 'pecuniary' or 'non-pecuniary' interests  
To note Declaring Interests Flowchart & Dispensations information circulated
4. **Minutes of the previous Annual Parish Council Meeting of 18<sup>th</sup> May 2017 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
6. **Police**  
To note police reports and police meeting dates – circulated  
Notification on Police Complaints system - circulated  
To report on communications with PCSO Laura Mansell (PC dedicated Officer) -  
a) Youths arriving via train b) Cycling on pavement – notice put in magazine
7. **Highway Matters - JF**
  - a) School crossing
  - b) Bollards at High Street
  - c) St Edmunds Lane works
  - d) Hollow Lane works
  - e) B1508 – request for Safecam
  - f) Kerbing repair at High Street
  - g) Parking issues raised
  - h) Trip hazard on roadbridgeNotification of road closure at Dorking Tye July to September – circulated  
Notification on SCC Street Works & Events information via online access – circulated

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

- 1) Pikes Marsh estate management, open space and play area: **LP**
  - a) Residents Association
  - b) Grass maintenance
  - c) Land transfer
  - d) Access route & ditch maintenance
  - d) Play equipment & S106 contributions
- 2) Electoral Review of Babergh Warding Arrangements Consultation – for comment
- 4) Sworders shop front - **LP**
- 5) War memorial lettering/laurels/waste bin
- 6) Overgrown trees & vegetation at Nayland Road property
- 7) Assets of Community Value List
- 8) Joint Emergency Plan
- 9) Grounds maintenance works report
- 10) Gritting & salt stocks
- 11) Team Tree Xmas lights

**9. Parish Plan**

Update on meetings held and progress of plan

**10. Planning**

All applications received and comments made – see attached list

- a) Electronic communication with Parish Councils re planning and related applications  
- information circulated and to note Clerk's registration to planning search webpages
- b) Information on Review of Babergh & Mid Suffolk's pre-application service - circulated

**11. Finance**

- a) Finance & budget monitoring report – circulated
- b) Bank reconciliation & corresponding bank statement – circulated
- c) To review current system of annual allocation of charitable donation requests
- d) Lloyds Bank information on Financial Services Compensation Scheme – circulated

**12. Audit Matters**

To note waiting on External Auditors approval of 2016/17 Accounting Statements

To note Internal Audit Review meeting arranged for October – Cllr McCrory,

Cllr Kemball, Clerk and Internal Auditor agreed to attend

To review BSMPC Code of Conduct

Members to confirm compliance with Financial Regulations 6.14 Computer Security

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

All the following documentations have been circulated and noted:

L15-08 Co-option

LTN 13 Policing your Area

L03-17 Reform of data protection legislation and introduction of the General

Data Protection Regulation

LAIS 1400 Precept Data 2017-18

Legal Update No. 3 June 2017

#### **14. Correspondence**

Letter from J B Ruggles re Willow Plantation ROW – Cllr Aries' response  
D of E Bronze Award voluntary works by 3 local teenagers – circulated for noting  
Information on NewAnglia Growth Hub – advisory and grants scheme for small businesses – circulated and advertised  
London Stansted Airport Community Consultation - circulated  
Flying the Red Ensign for Merchant Nay Day 3<sup>rd</sup> September – circulated  
Information on Groundwork Community Awards - circulated  
AONB June monthly update – circulated

#### **15. Reports:**

- a. Asset report – Cllr Tony Waring
- b. Bures Hamlet PC - Cllr Carol Barnham
- c. Cemetery
- d. Sportsground
- e. Community Centre
- f. Rights of Way
- g. Transport – Station Adopters Report
- h. Tree Warden – trees at Eves Orchard
- i. SALC – training events circulated
- j. Primary School
- k. Bures Common

#### **16. Any other business** Items to note and for the next agenda

#### **17. Dates for representatives at BHPC meetings:**

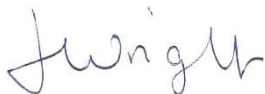
2017: 18<sup>th</sup> September, 20<sup>th</sup> November

2018: 15<sup>th</sup> January, 19<sup>th</sup> March, 29<sup>th</sup> March APM (All) 14<sup>th</sup> May

#### **18. Date of next meeting:** 21<sup>st</sup> September 2017

Future dates booked: 23<sup>rd</sup> November 2017, 18<sup>th</sup> January 2018

Future dates to agree for 2018: 22<sup>nd</sup> March, APM 29<sup>th</sup> March,  
AGM 17<sup>th</sup> May, 19<sup>th</sup> July



**Mrs Jenny Wright**

**Clerk to Bures St Mary Parish Council**

**12<sup>th</sup> July 2017**

