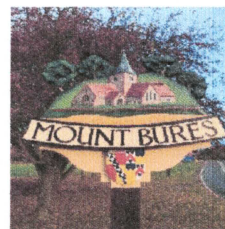


# MOUNT BURES PARISH COUNCIL

Parish Clerk Kevin B. Money  
7 Roach Vale Colchester Essex CO4 3YN  
Tel: 07810781509 email: [mountburespc@gmail.com](mailto:mountburespc@gmail.com)  
Website: <https://e-voice.org.uk/mountburespc/>



Dear Councillors

You are hereby requested to attend the forthcoming meeting of Mount Bures Parish Council at the Village Hall on **TUESDAY 14<sup>th</sup>. NOVEMBER 2023 at 7.30pm** for the purpose of transacting the following business:

*KBMoney* - Kevin B. Money Parish Clerk / RFO to the Council – 7<sup>th</sup>. November 2023

Tel: 07810781509: email [mountburespc@gmail.com](mailto:mountburespc@gmail.com)

## **FULL COUNCIL MEETING AGENDA**

**094/2023 Chair's welcome**

**095/2023 Apologies for Absence**

**096/2023 Declaration of Members interests**

To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interest relating to items on the agenda

**097/2023 To approve the minutes of the last meeting of Mount Bures Parish Council**

To receive and agree the minutes of the MBPC Meeting held on 12<sup>th</sup>. September 2023

**098/2023 Public Open Forum (Maximum 15 minutes)**

- Environmental Issues – policy for MBPC including Dark skies policy

**099/2023 Training**

**100/2023 Visitors Report**

**101/2023 Planning Applications**

**232531** - Meadow House Craigs Lane Mount Bures Essex CO8 5AN

New single storey detached garage

Documents can be found at <https://www.colchester.gov.uk/wampd/?id=232531>

### **FOR INFORMATION ONLY**

**231800** - Land Adjacent To Hammonds Farm Chappel Road Fordham Colchester CO6 3LS

Application for prior notification of agricultural or forestry development - proposed building. **SEE BELOW**

**232322** - Coes Lower Road Mount Bures Essex CO8 5BH

Application for a Lawful Development Certificate for the existing residential use of the land edged in red. See supporting statement and plans.

**THIS IS NOT A PLANNING APPLICATION** and comments about the acceptability or otherwise of the physical development / use of land cannot be taken into account by CBC

Documents can be found at <https://www.colchester.gov.uk/wampd/?id=232322>

**102/2023 Planning Decisions made by CBC affecting Mount Bures**

**231800** - Hammonds Farm Chappel Road Fordham CO6 3LS - Prior Approval Required - **Refused**

**103/2023 Finance**

- To receive the Bank balances as at 31<sup>st</sup>. October 2023
- To receive the comparison of Actual against Budget for 2023/2024
- To approve payments for October & November 2023 and to agree a transfer of funds to meet the Parish Council financial requirements

**104/2023 Budget 2024/2025** – Councillors to discuss anticipated expenditure for 2024/2025

**105/2023 Information Exchange**

**106/2023 Items for next agenda**

**107/2023 To confirm date and time of next meeting. Tuesday 9<sup>th</sup>. January 2024 at 7.30pm**

**Councillors to note 2024 meeting dates 12.03.24: 14.05.24: 09.07.24: 10.09.24: 12.11.24**

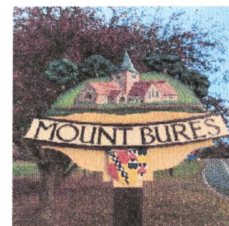
**108/2023 Closure of the meeting**

To close the meeting having considered and determined all items of business

Agenda for the meeting held on Tuesday 14<sup>th</sup>. November 2023

# MOUNT BURES PARISH COUNCIL

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 7 Roach Vale Colchester Essex CO4 3YN  
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## Minutes of the Parish Council Meeting held on Tuesday 12<sup>th</sup>. September 2023 at 7.30pm in Mount Bures Village Hall.

Present: Cllrs I. Woodman (Chair), F. Willett (Vice-Chair), H. Bufton and Kevin B. Money (Parish Clerk).  
 There were 1 member of the public present

**078/2023 Chair's welcome.** The Chair welcomed everyone to the meeting

**079/2023 Apologies for Absence** were received from CCC Cllr W. Sunnacks & Cllr M. Graham

**080/2023 Declaration of Members interests**

To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interest relating to items on the agenda. **None Declared**

**081/2023 To approve the minutes of the last meeting of Mount Bures Parish Council**

To receive and agree the minutes of the MBPC Meeting held on 22<sup>nd</sup>. June 2023. **All Agreed**

**082/2023 Public Open Forum (Maximum 15 minutes)**

The Hedgerows and trees have improved dramatically. The height is maintained at a perfect height. The birds are enjoying the hedgerows and trees.

Could the Hawthorn tree be slightly cut back around the new village sign. Councillors agreed to this being undertaken

**083/2023 Training**

No training events have taken place. The Clerk reminded Councillors of the EALC AGM on 21<sup>st</sup>. September 2023 at Colchester United Football Club from 11am

**084/2023 Visitors Report**

No report was given

**085/2023 To appoint a P3 representative**

Cllr I. Woodman proposed Cllr H. Bufton as MBPC P3 representative for the Parish Council.

Cllr F. Willett seconded. **All Agreed**

**086/2023 Councillors to discuss joining the Colchester Association of Local Council (CALC)**

**for 2023/2024.** Councillors agreed to defer joining the Colchester Association of Local Councils for 2023/2024 to the November agenda

**087/2023 Planning Applications.** No planning applications have been received affecting Mount

Bures

**088/2023 Planning Decisions made by CBC affecting Mount Bures**

**231881 - Sergeants Orchard, Fordham Road, Mount Bures, Bures, CO8 5AZ**

Two (2) livestock drinking ponds will be created in an agricultural. Prior Approval Required - **Approved**

**089/2023 Finance**

a) To receive the Bank balances as at 31<sup>st</sup>. August 2023

Councillors noted the Bank balances as at 31<sup>st</sup>. August 2023

b) To receive the comparison of Actual against Budget for 2023/2024

Councillors noted the comparison of Actual against Budget for 2023/2024

c) To approve payments for July, August & September 2023 and to agree a transfer of funds to meet the Parish Council financial requirements. **All Agreed**

**090/2023 Information Exchange**

1 resident short on the Parish Council – Cllr I. Woodman requested that the Parish Council advertise this vacancy on Website / Notice board / The Mount / WhatsApp

Could the Clerk please place the future agendas on the WhatsApp group?

Crossing Cottage – Following Bernard Jenkin's visit Cllr I. Woodman emailed The Arch Company and asked if a Registered letter be sent to The Arch Company

**091/2023 Items for next agenda**

2024-2025 Budget discussion

Environmental Issues – policy for MBPC including Dark skies policy

CALC membership

Items for the November agenda to be supplied to the Clerk by 1<sup>st</sup>. November 2023 at the latest.

**092/2023 To confirm date and time of next meeting. Tuesday 14<sup>th</sup>. November 2023 at 7.30pm**

**a) Councillors to note provisional 2024 meeting dates**

**09.01.24: 12.03.24: 14.05.24: 09.07.24: 10.09.24: 12.11.24**

**093/2023 Closure of the meeting**

To close the meeting having considered and determined all items of business

The Chair then closed the meeting at 8.15pm and thanked everyone to attending

Signed

14<sup>th</sup>. November 2023

**Ian Woodman  
Chair**



<b>MBPC ACTUAL AGAINST BUDGET REPORT</b>					
		<b>Agreed 2023/24</b>	<b>Total Income / spend to Nov '23</b>	<b>Left in Budget as at Nov '23</b>	<b>Anticipated left in budget as at 31.03.24</b>
<b>Income</b>	Precept	3300	£ 3,300.00		
	Other Income / Grant	652	£ 852.00		
	Bank Interest	0	£ 31.20		
	Transfer from Reserves	1375			
	VAT Refund	0	£ 109.70		
	<b>TOTAL</b>	<b>5327</b>	<b>£ 4,292.90</b>		
<b>Exp.</b>					
	Salary	2093	£ 1,295.04	£ 797.96	£ 150.44
	Mileage Expenses	0	£ -	£ -	£ -
	General Admin & Postage	100	£ 59.35	£ 40.65	£ 40.65
	Audit Fees	70	£ 70.00	£ -	£ -
	Footpaths Maintenance	600	£ 440.13	£ 159.87	£ 159.87
	Maintenance Repairs	50	£ -	£ 50.00	£ 50.00
	Fees & Subscriptions	150	£ 174.41	<b>-£ 24.41</b>	<b>-£ 24.41</b>
	Insurance	214	£ -	£ 214.00	£ -
	Village Hall Rental Hire	150	<b>-£ 60.00</b>	£ 210.00	£ 210.00
	Courses & Travelling Exp.	50	£ 50.00	£ -	£ -
	Newsletter	100	£ -	£ 100.00	£ -
	Village Sign restoration	1750	£ 1,450.00	£ 300.00	£ 300.00
	Poppy Wreath	0	£ 28.00	<b>-£ 28.00</b>	<b>-£ 28.00</b>
	Bank Charges	0	£ 5.28	<b>-£ 5.28</b>	<b>-£ 41.28</b>
	<b>TOTAL</b>	<b>5327</b>	<b>£ 3,512.21</b>	<b>£ 1,814.79</b>	<b>£ 817.27</b>
	<b><u>Outstanding VAT Claim</u></b>		<b>£ 310.67</b>		
	<b><u>Total Expenditure</u></b>		<b>£ 3,822.88</b>		

MBPC FINANCE OCTOBER & NOVEMBER 2023						
Income:						
Expenditure						
Chq No.	Inv. No.	Payee	Cost	VAT	Total	MBPC Ref. No.
BACS	Oct '23	Kevin B. Money - Clerk Salary Oct	£ 129.48	£ -	£ 129.48	20
BACS	Oct '23	HMRC - Tax on Clerk Salary Oct	£ 32.40	£ -	£ 32.40	21
BACS	Nov '23	Kevin B. Money - Clerk Salary	£ 129.48	£ -	£ 129.48	22
BACS	Nov '23	HMRC - Tax on Clerk Salary	£ 32.40	£ -	£ 32.40	23
BACS		Viaan - Office stationery	£ 8.13	£ 1.63	£ 9.76	24
BACS		I. Andrewartha - Footpath cutting	£ 440.13	£ -	£ 440.13	25
300001		RBL - Poppy Wreath	£ 28.00	£ -	£ 28.00	26
<b>TOTAL:</b>			<b>£ 800.02</b>	<b>£ 1.63</b>	<b>£ 801.65</b>	

**MBPC BUDGET REPORT FOR 2024/2025**

	Agreed 2023/24	Total Income / spend to Nov '23	Left in Budget as at Nov '23	Anticipated left in budget as at 31.03.24	1st. Draft of 2024-2025 budget			
<b>Income</b>								
Precept	3300	£ 3,300.00				3351	101.55%	
Other Income / CBC Grant	652	£ 852.00			652	CBC Grant		
Bank Interest	0	£ 31.20			0			
Transfer from Reserves	1375				0			
VAT Refund	0	£ 109.70			0			
<b>TOTAL</b>	<b>5327</b>	<b>£ 4,292.90</b>			<b>652</b>			
<b>Exp.</b>								
Salary	2093	£ 1,295.04	£ 797.96	£ 150.44	2245		£14.95pphr x 12.5hrspcm x 12	
Mileage Expenses	0	£ -	£ -	£ -	0		Remove from budget	
General Admin & Postage	100	£ 59.35	£ 40.65	£ 40.65	75		Reduce to appropriate level	
Audit Fees	70	£ 70.00	£ -	£ -	70		Same as 2023/2024	
Footpaths Maintenance	600	£ 440.13	£ 159.87	£ 159.87	600		Same as 2023/2024	
Maintenance Repairs	50	£ -	£ 50.00	£ 50.00	50		Same as 2023/2024	
Fees & Subscriptions	150	£ 174.41	£ 24.41	£ 24.41	175		Same as 2023/2024	
Insurance	214	£ -	£ 214.00	£ -	236		EALC/NALC £75.41: ICO £35: Microsoft £49.99	
Village Hall Rental Hire	150	£ 60.00	£ 210.00	£ 210.00	150		Anticipated 10% increase	
Courses & Travelling Exp.	50	£ 50.00	£ -	£ -	50		Same as 2023/2024	
Newsletter	100	£ -	£ 100.00	£ -	100		Same as 2023/2024	
Village Sign restoration	1750	£ 1,450.00	£ 300.00	£ 300.00	0		Not required in 2024/2025	
Contingency	0				150		<b>NEW HEADING</b>	
Poppy Wreath	0	£ 28.00	£ 28.00	£ 28.00	30		<b>NEW HEADING</b>	
Bank Charges	0	£ 5.28	£ 5.28	£ 41.28	72		<b>NEW HEADING</b>	
<b>TOTAL</b>	<b>5327</b>	<b>£ 3,512.21</b>	<b>£ 1,814.79</b>	<b>£ 817.27</b>	<b>4003</b>			
<b>Outstanding VAT Claim</b>		<b>£ 310.67</b>						
<b>Total Expenditure</b>		<b>£ 3,822.88</b>						