



# Mount Bures Parish Council

Minutes of Mount Bures Parish Council Meeting held remotely through the use of Video Conferencing as permitted by the Coronavirus Act 2020 on 13<sup>th</sup> May 2020. The meeting started at 7.30pm.

Notice: Under the Openness of Local Government Bodies Regulations 2014, members of The Public and Press were welcome to be present and to raise any issue pertinent to items on the Agenda also filming and or recording of this meeting was open to members of the press and public.

Reference	Description
20/01	<p><b>ELECTION OF CHAIRMAN 2020 – 2021</b></p> <p>Cllr Bufton proposed Cllr Graham as Chairman who said he was willing to take the office if no one else was willing. Cllr Baird seconded the proposal and consequently Cllr Graham was re-elected unanimously as Chairman.</p>
20/02	<p><b>ELECTION OF DEPUTY CHAIRMAN 2020 – 2021</b></p> <p>The Chairman proposed Cllr O’Neill as Deputy Chairman and Cllr Bufton seconded the proposal with Cllr O’Neill being unanimously elected to Deputy Chairman.</p>
20/03	<p><b>DECLARATION OF INTERESTS</b></p> <p>No Cllr declared an interest on any item on the Agenda.</p> <p>This being the start of the Council year all Cllrs were issued with the Declaration of Interests Form to duly complete and send in to Andrew Weaver at Rowan House, 33 Sheepen Road, Colchester CO3 3WG. Cllrs were reminded that they were responsible for ensuring the forms were submitted and that they had 28 days in which to do.</p>
20/04	<p><b>CONFIRMATION OF MINUTES – Meeting held Wednesday 11<sup>th</sup> March 2020</b></p> <p>Cllr Bufton proposed acceptance of the minutes and Cllr Woodman seconded the proposal which was then agreed unanimously.</p>
20/05	<p><b>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST.</b></p> <p>No members of the public joined the tele conference however Mrs Hill had contacted the clerk with a point of information request with regard to Litter Picking. Mrs Hill was keen to carry out a litter pick. Cllr Bufton said that she would contact the resident and organise things. Cllr Graham informed Council that he had pickers and refuse bags for this purpose he also wanted it recorded that Mount Bures were fortunate to have willing volunteers to carry out litter picks.</p>
20/06	<p><b>DISTRICT COUNCILLOR’S REPORT – Cllr Chillingworth submitted the report below and it was agreed that if any question arose in respect of planning issues these would be noted at Item 20/14.</b></p> <p><b>1.General</b></p>

Although I have tried to send on the most important information emanating from CBC during the current crisis to your Clerk, there is a substantial amount still being produced daily from the Council's Communications team, some as press releases and all of which appears via the website or reproduced on social media. I recommend regular visits to one or the other. These also include national statements. If possible, I hope the most important can be relayed to parishioners.

It has been decided that Cllr Nick Cope will continue as Mayor until the October Full Council meeting, when he will pass the Mayoral role onto Cllr Robert Davidson, who will then continue until May 2022, both having done about 18 months.

Arrangements are being worked out for Council meetings including Planning Committees to be run virtually, with opportunities for the public to submit questions and statements beforehand. Proceedings can be followed on live audio feed.

**2. Waste collection**

As you know collections of recycled material have now resumed on the normal days, but on a temporary monthly basis. This week it is paper and plastics, as well as the usual weekly food waste. Garden waste collection has yet to resume, but I am hopeful this might not be too far away. Essex County Council are considering how and when to reopen some of its' waste facilities, subject to latest national guidance.

**3. Local Plan**

The Councils have not yet received the decision letter from the Local Plan Inspector, although it is still expected at any time. Rumour has it that it has been received by the Secretary of State who has yet to pass it to the Councils, which is unusual and surprising if true. MPs have been asked to find out. One wonders what the implications might be.

**4. Planning Applications**

The application on land east of Goodwin's Farm, Wakes Colne on the border with Mount Bures for a traveller's site has been withdrawn, I have been told by the case officer, although the application is still on the website with no mention that it has been withdrawn.

Although not referred to on your agenda, a planning application has been submitted for the renewal of an earlier permission for an equestrian use at Meadow Green Farm, Mount Bures by Lisa Spence, who hopes to buy the traveller's land, although I understand the land transactions have yet to be completed.

20/07	<p><b>ELECTION OF PARISH COUNCIL REPRESENTATIVES TO VARIOUS LOCAL BODIES</b></p> <ol style="list-style-type: none"> <li>1. <b>CALC</b> - Council Association of local Councils – Cllr Graham put himself forward as the Mount Bures representative and this was unanimously accepted.</li> <li>2. <b>EALC</b> – Essex Association of Local Councils – Cllr Woodman proposed that Cllr Graham be the Mount Bures representative and this was seconded by Cllr Baird and unanimously agreed.</li> </ol>
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	<ol style="list-style-type: none"> <li>3. <b>HIGHWAYS</b> – Essex County Council- Cllr Graham proposed that Cllr Woodman be the Mount Bures representative, seconded by Cllr O’Neill and agreed unanimously.</li> <li>4. <b>RECYCLING &amp; TRANSPORT</b> – Colchester Borough Council – Cllr Graham proposed that Cllr Bufton be the Mount Bures representative, seconded by Cllr Baird and agreed unanimously.</li> <li>5. <b>P3</b> – Parish Paths Partnership managed by Essex Highways- Cllr Bufton proposed Cllr O’Neill as the Mount Bures representative, seconded by Cllr Graham and agreed unanimously</li> <li>6. <b>EMERGENCY PLANNING</b> – The Clerk offered to draw up a draft plan possibly incorporating elements of a previous plan in conjunction with Cllr Graham who was proposed by Cllr Baird, seconded by Cllr O’Neill and agreed unanimously.</li> <li>7. <b>WEBSITE</b> – Website Management – it was unanimously agreed that Cllr O’Neill would be the Website Manager. It was agreed that there was no need for Covid-19 material to be posted since there was a lot of information already circulating. It was felt that the new Parish Council website should be ‘local’. There ensued a discussion of the amount of information coming through and that the village might be better served if the information received could be better disseminated. The Clerk was tasked with producing a list of subject headings into which the incoming information could then be shared among the Councillors.</li> </ol>
<b>20/08</b>	<b>TO REVIEW AND ADOPT</b> GDPR requirements in respect of councillor privacy. Cllrs were asked to confirm by completing forms granting permission for the Clerk to send Summons and Agendas and all other material electronically.
<b>20/09</b>	<b>MEMEBERSHIP RENEWALS</b> The full Council unanimously agreed that the subscriptions for EALC/NALC, CALC and Colne Stour would be renewed.
<b>20/10</b>	<b>ANNUAL RETURN</b> <ol style="list-style-type: none"> <li>1. <b>The Exemption Certificate</b> which has to be with External Auditor by 30 June. Was unanimously agreed by the Council and was signed by the Clerk with the Chairman agreeing to sign it on receipt from the clerk, all Cllrs agreed. The Clerk held the signed document to the camera for all to see and agree.</li> </ol> The annual return is currently with the Internal Auditor and the Clerk will chase it up in order to receive it back in time for the Extra-Ordinary meeting on 14 <sup>th</sup> June so that the Council can minute its acceptance.
<b>20/11</b>	<b>CHAIRMAN’S REPORT</b> <ol style="list-style-type: none"> <li>1. VE Day -Cllr Woodman reported to Council that he had attended the Commemoration event and all who attended complied with Social Distancing requirements. Cllr Woodman informed Council that it was a memorable VE ceremony remembering those who lost their lives during WWII. There was a representative from the military and a piper and it was felt that the Council should record its gratitude to Valerie Sayer, Dick Gould, Emma and Stephen Barr whose skill on the pipes was exceptional.</li> <li>2. P3 – it was unanimously agreed that the Service Level Agreement for P3 this year should be signed, the Clerk signed the document and held</li> </ol>

	<p>it up to the camera so that all present could witness it and the Chairman will countersign upon receipt of all the documents.</p> <p>3. It was suggested that because of Covid-19 the Council might wish to hold monthly tele conference meetings until things are back to normal, the Council did not consider it necessary at this time.</p>
<b>20/12</b>	<p><b>CLERK'S REPORT</b></p> <p>The only correspondence received after the issue of the Summons was a letter from Came &amp; CO explaining the difference in the cost of the Council's insurance renewal compared to last year.</p>
<b>20/13</b>	<p><b>REVIEW AND ACCEPTANCE OF ASSET REGISTER</b></p> <p>The register was accepted and subsequent discussion highlighted the Assets in need of refurbishment. Cllr Bufton offered to refurbish the noticeboards the cost of the materials required would be reimbursed by the Council on production of receipts. It was felt that the Village sign, which is cracked, needed some maintenance and 3 quotes would be sought in time for the next full meeting.</p>
<b>20/14</b>	<p><b>PLANNING REGISTER</b></p> <p>200694 –this application involves the development of an equestrian centre. The applicant is well known in the area already having an equestrian business. Concern was expressed regarding Footpath 34 which goes across and through the property. Council were also informed that it would appear that there are multiple owners in the acquisition of the land. Comments have been recorded by emails to the Clerk who will now collate them and submit Mount Bures' comment.</p> <p>200044/48 – Cllr Baird queried a comment on the conditions regarding parking on site. There is to be a single disabled parking space, with condition that there is no on road parking but that the parking for the 2 holiday lets is very lacking.</p>
<b>20/15</b>	<p><b>REVIEW AND ADOPT INSURANCE RENEWAL</b></p> <p>Council were presented with the renewal notice received from Came &amp; Co and was accepted.</p>
<b>20/16</b>	<p><b>PAYMENT SCHEDULE</b></p> <p>The payment Schedule was presented and accepted.</p>
<b>20/17</b>	<p>It was noted that the next meeting, an Extraordinary Meeting, would be on 14<sup>th</sup> June 2020 and would be a tele-conference.</p> <p>There being no further business to contract the meeting closed at 21.20</p>

*Signed by* .....*Chairman*

*Date* .....