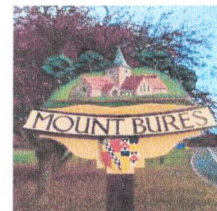


NMOUNT BURES PARISH COUNCIL

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



Dear Councillors

You are hereby summoned to attend the forthcoming meeting of Mount Bures Parish Council at the Village Hall on **Tuesday 11th. November 2025 at 7.30pm** for the purpose of transacting the following business:

KBMoney - Kevin B. Money Parish Clerk / RFO to the Council – CiLCA – 5th. November 2025

AGENDA

088/2025 Apologies for Absence

089/2025 Declaration of Members interests

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

090/2025 To approve the minutes of the last meetings of Mount Bures Parish Council

To receive and agree the minutes of the last MBPC meetings held on 9th. September 2025

091/2025 Public Open Forum (Maximum 15 minutes)

092/2025 Training

093/2025 Visitors Report

094/2025 Planning – including any Current Planning Applications requiring a response

095/2025 Planning Decision/s made by CCC affecting Mount Bures

251746 - Burnt House Jankes Green Road Wakes Colne Colchester CO6 2AT

Proposed conversion of agricultural building to 1 x 4 bedroom dwelling. **Prior Approval Required (Approved)**

096/2025 Bures Hamlet Neighbourhood Plan and Local Plan Reviews

a) Councillors to discuss legal costs

097/2025 Finance

a) To receive the Bank balances as at 31st. October 2025

b) To receive the comparison of Actual against Budget for 2025/26

c) To approve payments for October & November '25 and to agree a transfer of funds to meet the Parish Council financial requirements

098/2025 2026-2027 Budget – Councillors to submit proposals for the draft 2026-2027 budget

099/2025 Information Exchange

100/2025 Items for next agenda

101/2025 To confirm date and time of next meeting. Tuesday 13th. January 2026 at 7.30pm

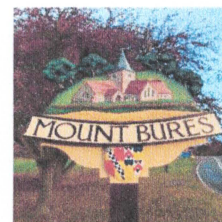
102/2025 2026 meeting dates: 10.03.26: 12.05.26: 14.07.26: 08.09.26: 10.11.26

103/2025 Closure of the meeting

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

MOUNT BURES PARISH COUNCIL

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



Minutes of the Parish Council Annual Meeting held on Tuesday 9th. September 2025 at 7.30pm in Mount Bures Village Hall.

Present: Cllrs I. Woodman (Chair), F. Willett (Vice-Chair), H. Bufton, M. Graham and Kevin B. Money (Parish Clerk). There were 3 members of the public was present.

072/2025 Apologies for Absence were received from CCC Cllr W. Sunnucks

073/2025 Declaration of Members interests

To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interest relating to items on the agenda Cllr H. Bufton and Cllr M. Graham declared an interest in item 078/2025 (251786)

074/2025 To approve the minutes of the last meetings of Mount Bures Parish Council

To receive and agree the minutes of the last MBPC meetings held on 8th. July 2025 **All Agreed**

075/2025 Public Open Forum (Maximum 15 minutes)

- Defibrillator – The defibrillator is in place and available for use. The Village Hall are arranging for their electrician to connect the cabinet heater. In discussion on whether the defibrillator should be locked it was noted that the British Heart Foundation advised that overall very few cases are recorded of defibrillators being stolen or vandalized and that the Council's insurers had agreed that it would be covered by the Council's existing insurance. Council members and the members of the public present agreed that in these circumstances it should be left unlocked for speedy access in an emergency.
- Training for defibrillator – The BHF provided good quality on line training on using a defibrillator which can be used by anyone at home. Details of this will be promulgated on the Council website, the notice board and the Mount Bures What's App Group. The BHF also provide materials for group training sessions and the Council will investigate arranging a group session in the Village Hall.
- Land behind village hall. It had been determined that this land had been leased by CCC to the Parish Council for car parking in 1995 for £1 a year. No rent ever appeared to have been paid and the lease had lapsed. CCC was proposing to reactivate the lease at the cost of £50 p.a. The Parish Council would also be responsible for maintaining the site. The site is currently used by some village residents for car parking and, on occasion, by village hall users. A charge had sometimes been levied for parking on the site. The Village Hall Committee and some current users had indicated that they would be prepared to make a contribution towards any rent to retain parking rights for the future. Cllr I. Woodman proposed opening discussions with CCC over the level of the proposed rent given that CCC seem to have no use for the land and the Parish Council would be assuming maintenance responsibilities. Cllr M. Graham seconded. **All Agreed**

Harvest supper is on Saturday 20th. September

£2000 has been received for the village hall from CCC s106 from local developments.

076/2025 Training - All training courses have been circulated to Councillors

077/2025 Visitors Report – A written report was given prior to the meeting covering progress on the CCC local plan.

078/2025 Planning – including any Current Planning Applications requiring a response

251746 - Burnt House Jankes Green Road Wakes Colne Colchester CO6 2AT

Proposed conversion of agricultural building to 1 x 4 bedroom dwelling.

RESOLVED: In the light of the permitted development rights that exist for this site, Mount Bures Parish Council has no comments to make on this application except that given the proximity of the neighbouring observatory and the dark skies in this area that no external lighting should be placed on the building and that the developer should be encouraged to include measures to mitigate light pollution from windows and other sources.

251786 - Orchard Lodge Dowling Road Mount Bures CO8 5AY

Application for a lawful development certificate to regularise the use of a former agricultural barn and adjacent land as storage associated with a tree surgery business.

RESOLVED: Mount Bures Parish Council has no information relevant to this application.

For information only

251634 - Greenacres Packards Lane Wormingford Colchester CO6 3AH

Change of use of land from part agriculture to employment to provide a mix of agriculture buildings, office; storage, manufacturing or industrial uses; and construction of a Business Support Centre providing research and development space for agricultural use

RESOLVED: Although this application lies outside the Parish, Mount Bures Parish Council should object to the scale of the proposed development given the adverse impact it would have on the predominantly rural nature of the local countryside and the increase in traffic on local roads.

079/2025 Planning Decision/s made by CCC affecting Mount Bures

No planning decisions have been made by CCC affecting Mount Bures.

080/2025 Local Plan Reviews - This item covered under item 077/2025.

081/2025 Defibrillator pledges – update Cllr I. Woodman and the Clerk.

The Clerk informed the meeting that £750 has been received in resident donations.

082/2025 Finance

a) To receive the Bank balances as at 31st. August 2025.

Councillors noted the Bank balances as at 31st. August 2025.

b) To receive the comparison of Actual against Budget for 2025/26.

Councillors noted the comparison of Actual against Budget for 2025/26.

c) To approve payments for August & September '25 and to agree a transfer of funds to meet the Parish Council financial requirements **All Agreed**

083/2025 2026-2027 Budget – Councillors to submit proposals for the draft 2026-2027 budget

Councillors were asked to consider projects, with costings, for 2026-2027 financial year. It was noted that the budget would need to cover future footpath cutting costs following the retirement of the Council's volunteer Footpath Officer, Mr. Ian Andrewartha. The Parish Council thanked Mr Andrewartha for his work in keeping local footpaths clear over many years.

084/2025 Information Exchange

085/2025 Items for next agenda

086/2025 To confirm date and time of next meeting. Tuesday 11th. November 2025 at 7.30pm

087/2025 Closure of the meeting

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

The Chair then closed the meeting at 8.30pm and thanked everyone for attending.

Signed

Ian Woodman
Chair

11th. November 2025

From: Aileen Middleton <Aileen.Middleton@colchester.gov.uk>
Sent: 05 November 2025 10:21
To: Mount Bures Parish Clerk
Subject: RE: Lease renewal on Land at Craigs Lane

Dear Kevin

Thank you for your email, however I am somewhat surprised by its contents. Can the Parish Council really call a £50 fee per annum excessive, this is less than £1 per week!

The original licence stipulates that the Licensee, the Parish Council, are responsible for the maintenance of the car park and so it is invalid to say that the license fee should be kept low because the PC has undertaken maintenance to the property at its own expense when it was legally obliged to do so. I totally reject the offer to set the license fee at £10 pa.

Parking spaces rent out at somewhere between £300 and £900 per space in Colchester and while I accept this is on a different level, £10 pa is an unacceptably low figure. I would also point out that the PC have had the benefit of low or nil rent for many years and CCC must now make every effort to recover revenue from its assets to support its services.

With this in mind I invite you again to accept the £50 pa fee. We are happy to remove clause 11 relating to the fence.

Kind regards
Aileen

Aileen Middleton
Interim Estates Manager
Colchester City Council

From: mountburespc@gmail.com <mountburespc@gmail.com>
Sent: 05 November 2025 09:34
To: Aileen Middleton <Aileen.Middleton@colchester.gov.uk>
Subject: RE: Lease renewal on Land at Craigs Lane

This message originated **Externally**. Do **not** click links or open attachments unless you recognise the sender, were expecting it and know that the content is safe.

Good morning Aileen

Below is the response from Mount Bures Parish Council regarding the Lease renewal on Land at Craigs Lane

==

Thank you for your email of 9th. July 2025 concerning the licence to let the land owned by Colchester City Council in Craigs Lane, Mount Bures for use as a car park.

The Parish Council discussed this issue at its last meeting and has also sought the views of other interested parties in the Parish

The Parish Council understands that this licence was signed in the 1990s but is not aware of the agreed annual sum having being paid for many years and notes that local residents and visitors to the village hall have nevertheless regularly parked on this land without any objections being made. The Parish Council have also maintained the area for parking at its own expense and no alternative use of the land has been made or proposed by the City Council.

While the Parish Council is therefore content to agree a new licence for the continued use of the land for parking, and to continue to maintain the land including removing weeds and keeping it clear of litter, it believes that this should be on the basis of a nominal annual payment and that the annual sum proposed of £50 (a significant sum for a very small Parish of only around 200 people) is excessive and does not take into account the financial benefits to the City Council of the Parish of Mount Bures maintaining land for which the City Council has no evident purpose and which it would otherwise need to maintain at its own expense. The Parish Council therefore proposes that the annual payment should be set at a lower nominal sum; perhaps around £10.

If this is acceptable to the City Council, then the Parish Council would be happy to sign the licence attached to your email subject to the removal of paragraph 11 covering the erection, if requested, of a fence between points A&B on the plan attached to the licence. No such request has ever been made since the original agreement and the Parish Council is not aware of any difficulties at any time about City Council employees or contractors gaining access to the sewerage plant, so the Parish Council believes this paragraph is not required.

I look forward to your response

Much appreciated

Speak with you soon
Regards and thank you

Kevin

Kevin B. Money
Clerk/RFO to Mount Bures Parish Council
Office hours 9am - 12noon Monday, Tuesday, Thursday, Friday
Tel: 07810781509
Email: mountburespc@gmail.com
website: <https://e-voice.org.uk/mountburespc/>

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Any opinions or views expressed are not necessarily those of Mount Bures Parish Council and do not form any kind of contract.

All communications sent to or from the Parish Council may be subject to recording and/or monitoring in accordance with relevant legislation.

From: Aileen Middleton <Aileen.Middleton@colchester.gov.uk>

Sent: 05 November 2025 08:31

To: Mount Bures Parish Clerk <mountburespc@gmail.com>

Subject: Lease renewal on Land at Craigs Lane

Good morning Kevin

Further to your email in August regarding your meeting in September I have not heard anything from you since. It is now some weeks since your meeting and so I must assume that a discussion has been had and a decision reached. Please could you come back to me regarding this matter as I am keen to get things finalised and a new lease in place.

I look forward to hearing from you.

Kind regards
Aileen

Aileen Middleton
Interim Estates Manager
Colchester City Council

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mountburespc@gmail.com

From: cllrwoodman.mbps@gmail.com
Sent: 03 November 2025 11:50
To: mountburespc@gmail.com
Subject: 11. 11th. November 2025
Attachments: 11. 11th. November 2025.docx

Kevin

I think we need to amend 096/2025 to read "Bures Hamlet Neighbourhood Plan and Local Plan Reviews".
Amendment made on attached version.

Under this item we will need to agree our response to the Bures Hamlet section 16 consultation include objecting to their failure to consult us during earlier consultations and the failure to include our village green. I am proposing to circulate a draft response to Cllrs (via you before the meeting) I assume that is all we need to do our does that draft have to be made public before the meeting?

Ian

	BANK RECONCILIATION			
Financial year ending 31.03.26				
Bank Balance as at	30.04.25	31.05.25	30.06.25	31.07.25
Unity Trust Bank - Current a/c	£ 5,880.40	£ 5,349.28	£ 5,343.28	£ 550.78
Unity Trust Bank - EMR a/c	£ 4,788.77	£ 4,788.77	£ 4,816.78	£ 7,966.79
Total:	£ 10,669.17	£ 10,138.05	£ 10,160.06	£ 8,517.57
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
Net Bank Balances as at	£ 10,669.17	£ 10,138.05	£ 10,160.06	£ 8,517.57
CASH BOOK				
Balance as at 01.04.25	£ 8,647.17	£ 8,647.17	£ 8,647.17	£ 8,647.17
Plus Receipts	£ 2,067.00	£ 2,067.00	£ 2,095.01	£ 2,245.01
Total	£ 10,714.17	£ 10,714.17	£ 10,742.18	£ 10,892.18
Less Payments	£ 45.00	£ 576.12	£ 582.12	£ 2,374.61
Grand Total	£ 10,669.17	£ 10,138.05	£ 10,160.06	£ 8,517.57
Difference	£ -	£ -	£ -	£ -
Bank Balance as at	31.08.25	30.09.25	31.10.25	
Unity Trust Bank - Current a/c	£ 1,044.78	£ 94.49	£ 88.49	
Unity Trust Bank - EMR a/c	£ 8,016.79	£ 10,564.37	£ 10,564.37	
Total:	£ 9,061.57	£ 10,658.86	£ 10,652.86	
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	
Net Bank Balances as at	£ 9,061.57	£ 10,658.86	£ 10,652.86	
CASH BOOK				
Balance as at 01.04.25	£ 8,647.17	£ 8,647.17	£ 8,647.17	
Plus Receipts	£ 2,795.01	£ 5,059.59	£ 5,059.59	
Total	£ 11,442.18	£ 13,706.76	£ 13,706.76	
Less Payments	£ 2,380.61	£ 3,047.90	£ 3,053.90	
Grand Total	£ 9,061.57	£ 10,658.86	£ 10,652.86	
Difference	£ -	£ -	£ -	
Bank Balance as at				
Unity Trust Bank - EMR a/c				
Unity Trust Bank - Current a/c				
Total:				
Less Unpresented cheques				
Total of unpresented cheques				
Net Bank Balances as at				
CASH BOOK				
Balance as at 01.04.25				
Plus Receipts				
Total				
Less Payments				
Grand Total				
Difference				

Your Account Statement



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Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mr Kevin Money
Mount Bures Parish Council
7 Roach Vale
Colchester
CO4 3YN

Date: 31/10/2025

Account Name: Mount Bures Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20484114

Your arranged overdraft limit is £0.00

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Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: [unity.co.uk](https://www.unity.co.uk)

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/09/2025		Balance brought forward	£0.00	£0.00	£94.49
31/10/2025	Fee	Service Charge	↘ £6.00	£0.00	↘ £88.49

Page number 1 of 2

Statement number 032

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Your Account Statement



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Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mr Kevin Money
Mount Bures Parish Council
7 Roach Vale
Colchester
CO4 3YN

Date: 31/10/2025

Account Name: Mount Bures Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20484127

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The credit interest rate is 2.25% AER as of your statement date.

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: unity.co.uk



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Your Instant Access account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
30/09/2025		Balance brought forward	£0.00	£0.00	£10,564.37

Page number 1 of 2

Statement number 027

**For Businesses.
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MBPC ACTUAL AGAINST BUDGET REPORT					
		Agreed 2025/2026	Total Income / spend to November '25	Left in Budget as at November '25	
Income	Precept	3482	£ 3,482.00		
	Other Income / Grant	652	£ 652.00		
	Defibrillator Donation	0	£ 850.00		
	Bank Interest	0	£ 75.59		
	Transfer from Reserves	0			
	VAT Refund	0	£ -		
	TOTAL	4134	£ 5,059.59		
Exp.					
	Salary	2337	£ 1,615.75	£ 721.25	
	Mileage Expenses	0	£ -	£ -	
	General Admin & Postage	75	£ 50.52	£ 24.48	
	Audit Fees	80	£ 75.00	£ 5.00	
	Footpaths Maintenance	660	£ 221.28	£ 438.72	
	Maintenance Repairs	50	£ -	£ 50.00	
	Fees & Subscriptions	120	£ 47.00	£ 73.00	
	Insurance	260	£ -	£ 260.00	
	Village Hall Rental Hire	150	£ -	£ 150.00	
	Courses & Travelling Exp.	50	£ -	£ 50.00	
	Newsletter	100	£ -	£ 100.00	
	Notice Board restoration	150	£ -	£ 150.00	
	Poppy Wreath	30	£ -	£ 30.00	
	Bank Charges	72	£ 42.00	£ 30.00	
	Defibrillator	0	£ 1,124.99	-£ 1,124.99	offset by donations
	TOTAL	4134	£ 3,176.54	£ 957.46	
	<u>Outstanding VAT Claim</u>		£ 279.36		
	<u>Total Expenditure</u>		£ 3,455.90		

MBPC FINANCE OCTOBER & NOVEMBER 2025 PAYMENTS						
Income: Donations £150.00 Defibrillator:						
		Expenditure				MBPC Ref. No.
Chq No.	Invoice No.	Payee	Cost	VAT	Total	
FEE	Sept '25	UTB Service Charge	£ 6.00	£ -	£ 6.00	
FEE	Oct '25	UTB Service Charge	£ 6.00	£ -	£ 6.00	
BACS	Oct '25	Kevin B. Money - Clerk salary	£ 201.00	£ -	£ 201.00	
BACS	Nov '25	Kevin B. Money - Clerk salary	£ 201.00	£ -	£ 201.00	
		TOTAL:	£ 414.00	£ -	£ 414.00	
		Denotes Already paid				