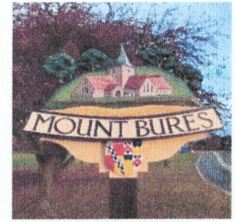


MOUNT BURES PARISH COUNCIL

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/>



ANNUAL ELECTORS **MEETING**

To be held on Tuesday 14th. May 2024 at 7.30pm
in the Village Hall Mount Bures

Chairman: Mr Ian Woodman (Chairman of Mount Bures Parish Council)

Members of the Parish and Press are welcome to attend.

Questions may only be asked by Residents of the Parish.

For more information, please contact the Clerk to the Council
mountburespc@gmail.com

A G E N D A

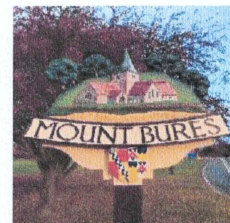
1. Welcome by Chairman, Cllr Ian Woodman
2. Apologies for absence
3. Minutes of last year's Annual Parish Meeting held on 18th. April 2023
4. ECC Councillor report
5. CCC Councillor/s report
6. Chairman's Report
7. Financial Report
8. Open Forum discussion (matters raised by residents)

Signed *Ian Woodman*
(Chairman of Parish Council)

1st. May 2024

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Minutes of the Annual Parish Meeting held on Tuesday 18th. April 2023 at 7.30pm in Mount Bures Village Hall.

Present: Cllrs I. Woodman (Chairman), M. Graham, F. Willett, ECC Cllr L. Barber, CBC Cllr W. Sunnacks and Kevin B. Money (Parish Clerk). There were also 3 members of the public present.

1. **Welcome by Chairman.** The Chairman welcomed everyone to the meeting
2. **Apologies for absence** were received from Cllr. H. Bufton
3. **Minutes of last year's Annual Parish Meeting** held on 13th. April 2022. P. **All Agreed**
4. **Chairman's Report 2022/23**

Cllr I. Woodman informed the meeting that 2022 was a year of Royal events with first, her Majesty Queen Elizabeth II's Platinum Jubilee and subsequently the sad death of the Queen on 8th. September. Both events were marked in the Parish, and the Parish Council would particularly like to thank Mount Bures Church and the Benefice for organising first a Jubilee Big Lunch in June and the planting of a Jubilee oak tree, and subsequently a memorial service for the Queen in the October. We look forward to the King's Coronation in May with a Parish coronation tea to celebrate the event.

Another notable feature of 2022 was the extraordinary hot summer and the lack of rain. These features served to draw our attention to the importance of combating climate change and protecting our environment. During the year the Council heard representations from local residents about securing the long-term future of a private nature reserve lovingly developed over many years and over the maintenance of the substantial grass verge on the Colchester Road which has previously been designated as a wildlife area by the County Council but has more recently been neglected to the detriment of the wildflowers growing there. Sadly, the Parish Council does not have the funding to consider taking on the management of nature reserves or similar areas but has encouraged continuing discussions with the Essex Wildlife Trust over the future of the reserve and will actively support efforts to ensure wildlife verges continue to be maintained properly by Essex County Council.

Other matters on which the Council has been engaged include continuing to work with Bures Hamlet Parish Council to get improvements to the dangerous junction on to the Colchester Road (B1508) at the bottom of Brook House Lane and to get improvements to the dilapidated Crossing Cottage by the level crossing.

On the former, an application for a speed limit on the approach to this junction has previously been rejected by the Local Highways Panel on the grounds that the majority of vehicles are travelling within the 60 mile an hour speed limit – an assessment that ignores the fact that such speeds are unsafe when approaching a blind bend with a road junction, bus stop and pedestrian crossing point – however funding had been allocated for improvements to the bus stop at this location. However, engineers have now assessed the location as unsafe for the hard standing work proposed. In the light of this, the two Parish Councils have agreed to resubmit a case for a lower speed limit at this point and are encouraging local residents to write in support of this application. The Council is also continuing to explore options for a shared access for a Vehicle Activated Speed Sign to deter drivers speeding along Hall Road. The costs of this however continue to look prohibitive within the Council's very limited budget.

Following a lack of any response from the current lease holders – the Arch Company – of Crossing Cottage to efforts to get them to maintain the building properly, the Council, with the active help of our Colchester Borough Council Councillor, have prevailed upon our MP, Sir Bernard Jenkin, to write to the Arch Company asking them to make improvements to the condition of the building or sell the lease to someone who would renovate it. The Parish Council understands that the Arch Company has the Cottage on a 150-year lease from Network Rail and would be most interested if any residents know of anyone who might be interested in renovating the building as a potential domestic property.

During the year, the Parish Council was also approached by Bures Hamlet Parish Council asking for a view about a proposal from a landowner that land in the open countryside immediately adjacent to the Mount Bures Parish Council might be allocated for affordable housing in the developing Bures Hamlet Neighbourhood Plan. The Parish Council told Bures Hamlet Parish Council that it would not be appropriate for the Council to take a view on a speculative proposal that had not be put forward as a planning application, but that Mount Bures was not designated as a location for sustainable development

in the Colchester Local Plan, did not therefore itself have a Neighbourhood Plan nor a proven need for affordable housing, and that the Council would expect any development to meet Bures Hamlet's housing needs to be built in a sustainable location in line with national planning guidance. The Parish Council has asked to be consulted further if Bures Hamlet Parish Council were minded to include this location in its Neighbourhood Plan.

In addition, the Council has continued to pay for cutting the vegetation on the public footpaths within the Parish which have largely remained in good condition and easily passable. During the year at the request of the Council's Footpath Officer, the Council purchased a new wheeled strimmer to facilitate this work, the cost of this being met from the Council's financial reserves. The Council has also contracted for the repainting of the Village Sign the cost of which will also be met from the reserve. This work will be carried out over the summer. Using the Council's financial reserves in this way meant the Council has been able to keep the rise in the precept to 3% despite significantly increasing costs generally.

Finally, this is an election year, and it is disappointing that only three people put themselves forward for election to the Parish Council. The Council will therefore be looking to co-opt two other people to the Council to ensure we have a full number of Councillors and I would encourage all local residents to consider whether they would be willing to volunteer to serve the community in this way.

5. Financial Report

The Accounts for 2022/23 have been compiled with and the Internal Auditor has given his report. The accounts will be approved and signed at the Parish Council on Tuesday 9th. May 2023.

The accounts are exempt from any External Auditor's inspection, as the Parish Council's revenue and expenditure is less than £25,000 so no longer require having them externally reviewed.

Total balances held by Mount Bures Parish Council as at 31st. March 2023 are £7692.19p (£3222.81 in current account & £4469.38p in the Business Reserves account)

6. Open Forum discussion (matters raised by residents)

- Follow up on Sir B. Jenkin letter to The Arch Company in May 2023
- Colchester City Council is under Lib Dem and Labour control
- Whichever party takes over at CCC there is budgetary problems due to lack of focus
- Big investments are coming to fruition
- ECC has budget pressures for 2023/2024
- ECC Highways budget has increased to cover the ever increasing pot hole problem.
- The dangerous junction on the B1508 – ECC is reviewing its road policy and speed limits in 2023/2024 with a paper being prepared to go to Cabinet meeting soon.
- Braintree LHP have run out of money even with an increase in funding. It can take up to 2 years for the application to be looked at.
- 20's plenty campaign should be looked at for speeding in the Parish
- Flooding issues in Hall Road has not been addressed also flooding by the level crossing in Mount Bures.

There being no further questions the Chairman then closed the meeting at 8.10pm and thanked everyone to attending

Signed

I Woodman

9th. May 2023

**Ian Woodman
Chairman**

MOUNT BURES PARISH COUNCIL

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 7 Roach Vale Colchester Essex CO4 3YN
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Dear Councillors

You are hereby summoned to attend the forthcoming meeting of Mount Bures Parish Council at the Village

Hall on **TUESDAY 14th. MAY 2024 immediately after the Annual Electors Meeting** for the purpose of transacting the following business:

KBMoney - Kevin B. Money Parish Clerk / RFO to the Council – 1st. May 2024

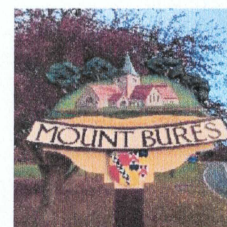
Tel: 07810781509: email mountburespc@gmail.com

COUNCIL ANNUAL GENERAL MEETING AGENDA

- 031/2024** **2023/2024 Chairman's welcome**
- 032/2024** **Apologies for Absence**
- 033/2024** **All Councillors to sign**
 a) **Declaration of Acceptance of Office**
 b) **E Consent form**
 c) **To update, if required, their Register of Interest form for 2024/2025**
- 034/2024** **Election of Chairman for the 2024/25 year**
 The Chairman to sign the Declaration of Acceptance of Office form
- 035/2024** **Election of Vice-Chairman for the 2024/25 year**
 The Vice-Chairman to sign the Declaration of Acceptance of Office form
- 036/2024** **To re-adopt all Council policies – sent prior to meeting**
 2024-25 Council policies and procedures can be found at
<https://e-voice.org.uk/mountburespc/policies-procedures/>
- 037/2024** **2024/25 Chairman to Close Annual meeting**
 To close the meeting having considered and determined all items of business

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Dear Councillors

You are hereby summoned to attend the forthcoming meeting of Mount Bures Parish Council at the Village

Hall on **TUESDAY 14th. MAY 2024 immediately after AGM** for the purpose of transacting the following business:

KB Money - Kevin B. Money Parish Clerk / RFO to the Council – 1st. May 2023

Tel: 07810781509: email mountburespc@gmail.com

FULL COUNCIL MEETING AGENDA

038/2024 Chairman's welcome

039/2024 Apologies for Absence

040/2024 Declaration of Members interests

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

041/2024 To approve the minutes of the last meeting of Mount Bures Parish Council

To receive and agree the minutes of the last MBPC meeting held on 12th. March 2024

042/2024 Planning Applications

043/2024 Planning Decisions made by CBC affecting Mount Bures

044/2024 Annual Return for 2023/24

- 1) To receive the 2023/24 signed Internal Audit Report
- 2) To receive and sign the Certificate of Exemption – AGAR 2023/24 part 2
- 3) To receive and sign the Section 1 - Annual Governance Statement 2023/24
- 4) To receive and sign the Section 2 - Accounting Statements 2023/24

045/2024 Finance

- a) To receive the Bank balances as at 30th. April 2024
- b) To receive the comparison of Actual against Budget for 2024/25
- c) To approve payments for April and May 2023 and to agree a transfer of funds to meet the Parish Council financial requirements

046/2024 Information Exchange

047/2024 Items for next agenda

048/2024 To confirm date and time of next meeting. Tuesday 9th. July 2024 at 7.30pm

049/2024 Closure of the meeting

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

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Minutes of the Parish Council Meeting held on Tuesday 12th. March 2024 at 7.30pm in Mount Bures Village Hall.

Present: Cllrs I. Woodman (Chair), F. Willett (Vice-Chair), H. Bufton, M. Graham, CCC Cllr W. Sunnucks and Kevin B. Money (Parish Clerk). There were also 2 members of the public present.

016/2024 Chairman's welcome. The Chairman welcomed everyone to the meeting

017/2024 Apologies for Absence No apologies were received.

018/2024 Declaration of Members interests

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

019/2024 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 9th. January 2024. **All Agreed**

020/2024 Public Open Forum (Maximum 15 minutes)

Concerns were raised about possible cutbacks in Colchester City Council's waste budget affecting the provision of a refuse lighter twice a year for residents to dispose of bulkier items. It was noted that this service was much used by local residents and was important for those living in rural areas who might not have easy access to transport to move items to waste disposal facilities.

Flooding on the B1508 Colchester Road at Pump House Corner

There had been persistent flooding at this location all winter creating difficulties for drivers and causing vehicles to divert onto local minor roads that were not suitable for significant traffic. It was likely that a drainage ditch on the adjacent land was blocked but the Parish Council did not know who was the responsible land owner. The Clerk to write to ECC Cllr L. Barber to forward the issue onto Highways

Flooding issues on Hall Road

Water had been flooding onto the road all winter from the roadside ditch at the point where the road entered the group of houses around the level crossing. Rodding the ditch from one side suggested there was an obstruction under the drive of the first house. The owner of the adjacent field agreed to try rodding from the other side to confirm the location of the problem. Clearing the ditch would be the responsibility of the relevant landowner but the Parish Council would endeavor to contact the householder before any traffic incidents occur

021/2024 Training. No training or future training has taken place.

022/2024 Visitors Report

Cllr W. Sunnucks informed the meeting about the Local Plan and a call for sites which have been submitted and is on the CCC website but none in Mount Bures. A number of villages will be affected if the sites are approved. Sites proposed around Marks Tey would create major problems on the A120 if taken forward before road improvements. The A120 will become a nightmare to navigate around. The sites will be whittled down in due course. The process could lead to an increase in the house building target to 1100 houses per year. Mount Bures has been designated as "unsustainable area."

CCC budget has been a problem and are entering into a restructuring project having to reduce the budget by 25% coming out of administration waste, street cleaning and maintenance.

023/2024 Mount Bures Footpath Maintenance – 2024

The Clerk had circulated the quotation received to cut Mount Bures Footpaths and to cut the hedgerows along Phillips Path. Cllr I. Woodman proposed accepting the quotation Cllr M. Graham. **All Agreed**

024/2024 Planning Applications

240080 - Scrouchers Farm Dowling Road Mount Bures Colchester

Application for prior approval for the conversion of agricultural storage barn into one dwelling

Due to the planning time constraints MBPC submitted the following response to CCC on 05.02.24

Mount Bures Parish Council has No comment to this application

240127 - Elms Farm Peartree Hill Mount Bures CO8 5BA

Link extension, conversion of outbuilding to utility including replacement of existing doors and windows, reroofing of existing house extension and outbuilding roof, addition of timber staircase to barn to allow access to first floor storage. Re-surfacing

Due to the planning time constraints MBPC submitted the following response to CCC on 15.02.24 Mount Bures Parish Council has No Objection to this application

240128 - Elms Farm Peartree Hill Mount Bures CO8 5BA

Listed building application for link extension, conversion of outbuilding to utility including replacement of existing doors and windows, reroofing of existing house extension and outbuilding roof, addition of timber staircase to barn to allow access to

Due to the planning time constraints MBPC submitted the following response to CCC on 15.02.24 Mount Bures Parish Council has No Objection to this application

025/2024 Planning Decisions made by CBC affecting Mount Bures

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

New single storey detached garage. **Approve with conditions**

Cllr W. Sunnucks left the meeting

026/2024 Finance

a) To receive the Bank balances as at 29th. February 2024

Councillors noted the Bank balances as at 29th. February 2024

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 February and March 2024 and to agree a transfer of funds to meet the Parish Council financial requirements. **All Agreed**

027/2024 Information Exchange**028/2024 Items for next agenda**

029/2024 To confirm date and time of next meeting. Tuesday 14th. May 2024 at 7.30pm which is the Annual Parish Meeting and MBPC AGM

Councillors to note 2024 meeting dates 09.07.24: 10.09.24: 12.11.24

030/2024 Closure of the meeting

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

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

Signed

14th. May 2024

**Ian Woodman
Chairman**

	BANK RECONCILIATION			
Financial year ending 31.03.25				
Bank Balance as at	30.04.24	31.05.24	30.06.24	31.07.24
Unity Trust Bank - Current a/c	£ 4,965.32			
Unity Trust Bank - EMR a/c	£ 4,662.85			
Total:	£ 9,628.17			
Less Unpresented cheques				
Total of unpresented cheques	£ -			
Net Bank Balances as at	£ 9,628.17			
CASH BOOK				
Balance as at 01.04.24	£ 7,187.00			
Plus Receipts	£ 2,441.17			
Total	£ 9,628.17			
Less Payments	£ -			
Grand Total	£ 9,628.17			
Difference	£ -			
Bank Balance as at	31.08.24	30.09.24	31.10.24	30.11.24
Unity Trust Bank - Current a/c				
Unity Trust Bank - EMR a/c a/c				
Total:				
Less Unpresented cheques				
Total of unpresented cheques				
Net Bank Balances as at				
CASH BOOK				
Balance as at 01.04.24				
Plus Receipts				
Total				
Less Payments				
Grand Total				
Difference				
Bank Balance as at	31.12.24	31.01.25	28.02.25	31.03.25
Unity Trust Bank - Current a/c				
Unity Trust Bank - EMR a/c a/c				
Total:				
Less Unpresented cheques				
Total of unpresented cheques				
Net Bank Balances as at				
CASH BOOK				
Balance as at 01.04.24				
Plus Receipts				
Total				
Less Payments				
Grand Total				
Difference				

MBPC ACTUAL AGAINST BUDGET REPORT					
		Agreed 2024/25	Total Income / spend to May '24	Left in Budget as at May '24	
Income	Precept	3409	£ 1,704.50		
	Other Income / Grant	652	£ 426.00		
	Bank Interest	0	£ -		
	Transfer from Reserves	0			
	VAT Refund	0	£ 310.67		
	TOTAL	4061	£ 2,441.17		
Exp.					
	Salary	2243	£ 373.74	£ 1,869.26	
	Mileage Expenses	0	£ 19.80	-£ 19.80	
	General Admin & Postage	75	£ 46.06	£ 28.94	
	Audit Fees	70	£ 70.00	£ -	
	Footpaths Maintenance	660	£ -	£ 660.00	
	Maintenance Repairs	50	£ -	£ 50.00	
	Fees & Subscriptions	175	£ 77.59	£ 97.41	
	Insurance	236	£ -	£ 236.00	
	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	£ -	£ 72.00	
	TOTAL	4061	£ 587.19	£ 3,473.81	
	<u>Outstanding VAT Claim</u>		£ 9.21		
	<u>Total Expenditure</u>		£ 596.40		

MBPC FINANCE APRIL & MAY 2024 PAYMENTS							
Income: CCC Precept £2030.50p: HMRC VAT Refund £310.67p:							
Bures Hamlet PC £100.00p Grass cutting							
Expenditure							
Chq No.	Invoice No.	Payee	Cost	VAT	Total	MBPC Ref. No.	
BACS	Apr '24	Kevin B. Money - Clerk salary	£ 149.67	£ -	£ 149.67	1	
BACS	Apr '24	HMRC - Tax on salary	£ 37.20	£ -	£ 37.20	2	
BACS	May '24	Kevin B. Money - Clerk salary	£ 149.47	£ -	£ 149.47	3	
BACS	May '24	HMRC - Tax on salary	£ 37.40	£ -	£ 37.40	4	
BACS	17526	EALC 2024/25 subscription	£ 77.59	£ -	£ 77.59	5	
BACS	2023/24	M. Lawson - Internal Audit	£ 70.00	£ -	£ 70.00	6	
BACS		Kevin B. Money - Expenses	£ 65.86	£ 9.21	£ 75.07	7	
TOTAL:			£ 587.19	£ 9.21	£ 596.40		