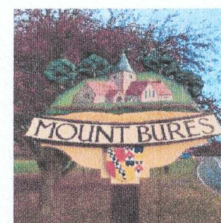


# MOUNT BURES PARISH COUNCIL

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 summoned to attend the forthcoming meeting of Mount Bures Parish Council at the Village Hall on **TUESDAY 14<sup>th</sup>. JANUARY 2025 at 7.30pm** for the purpose of transacting the following business:

*KB Money* - Kevin B. Money Parish Clerk / RFO to the Council – CiLCA – 8<sup>th</sup>. January 2025

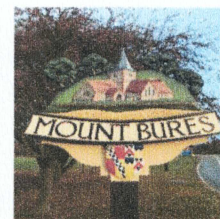
## FULL COUNCIL MEETING AGENDA

- 001/2025      **Apologies for Absence**
- 002/2025      **Declaration of Members interests**  
To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interest relating to items on the agenda
- 003/2025      **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 12<sup>th</sup>. November 2024
- 004/2025      **Public Open Forum (Maximum 15 minutes)**
- 005/2025      **Training**
- 006/2025      **Visitors Report**
- 007/2025      **Planning Applications**  
**242361** - Orchard Lodge, Dowling Road, Mount Bures CO8 5AY  
First floor extension over existing single.  
Documents can be found at  
<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=242361>  
**242298** Rowneys Farm, Crepping Hall Road - update Cllr I. Woodman
- 008/2025      **Planning Decisions made by CCC affecting Mount Bures**  
**241959** - Bluebell Farm Peartree Hill Mount Bures CO8 5BA  
Proposed Farm Track. **Approve Conditional**  
**241600** - Land adjacent Dowling Road Mount Bures Colchester  
Erection of New Self Build Dwelling (following demolition/replacement of existing barn with prior approval for conversion to a dwelling under application reference: 240080. **Approve Conditional**
- 009/2025      **Colchester Local Plan Review**  
a) Local Plan Revised Timetable
- 010/2025      **Defibrillator Application** – update Cllr I. Woodman
- 011/2025      **Finance**  
a) To receive the Bank balances as at 31<sup>st</sup>. December 2024  
b) To receive the comparison of Actual against Budget for 2024/25  
c) To approve payments for December '24 and January '25 and to agree a transfer of funds to meet the Parish Council financial requirements
- 012/2025      **Budget 2025-2026** Councillors to discuss draft budget
- 013/2025      **Information Exchange**
- 014/2025      **Items for next agenda**
- 015/2025      **To confirm date and time of next meeting. Tuesday 11<sup>th</sup>. March 2025 at 7.30pm**
- 016/2025      **Councillors confirmed the date meetings in 2025. 13.05.25: 08.07.25: 09.09.25: 11.11.25**
- 017/2025      **Closure of the meeting**  
To close the meeting having considered and determined all items of business



# MOUNT BURES PARISH COUNCIL

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 Tel: 07810781509 email: [mountburespc@gmail.com](mailto:mountburespc@gmail.com)  
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**Minutes of the Parish Council Meeting held on Tuesday 12<sup>th</sup>. November 2024 at 7.30pm in Mount Bures Village Hall.**

Present: Cllrs I. Woodman (Chair), F. Willett (Vice-Chair), H. Bufton, CCC Cllr W. Sunnucks and Kevin B. Money (Parish Clerk). There were also 3 members of the public present.

**075/2024 Apologies for Absence** were received from Cllr M. Graham

**076/2024 Declaration of Members interests**

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

**077/2024 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 10<sup>th</sup>. September 2024. **All Agreed**

**078/2024 Footpath cutting – Ian Andrewartha**

Ian spoke about the footpath cutting / maintenance. The new wheeled strimmer is working well. Two footpaths were overgrown on a regular basis and in these places it was necessary to use both shears and cutters. A petrol hedge cutter would be very useful. It might be possible to borrow a hedge cutter when needed or alternatively perhaps the Parish Council could purchase one? Another place required a chain saw but this would require training and was not really practicable. Ian would be happy to undertake more footpath cutting where it was needed and if the budget allowed.

In discussion, it was agreed that rather than the Parish Council having to employ someone with a chain saw to cut larger hedging or trees encroaching on the footpath the Council should approach the landowner, where known, and ask them to fulfill their legal responsibility to cut the overhanging branches. The Council also agreed that it was happy to pay for hedge cutting at the same rate as grass cutting where hedges needed cutting back, that it would seek to maximise the available funding for footpath cutting when setting the budget, and that it would be prepared to consider purchasing a second-hand hedge cutter if it were not possible to borrow one for occasional use.

**079/2024 Public Open Forum (Maximum 15 minutes)**

No questions were asked

**080/2024 Training.** All EALC training course have been circulated to Councillors

**081/2024 Visitors Report**

CCC Cllr W. Sunnucks apologised for not attending many Parish Council meetings. Mount Bures Parish Council meetings clashed with CCC Scrutiny meetings which it was important that he attended. Sadly he had to reported that during the year there had been a fatality in Station Road in Wakes Colne. An action group had been formed and a new Speed Indicator Device is to be installed to try and reduce speeding along Station Road. Proposals to improve the road junction layout were also being considered.

CCC Local Plan. The new Government has increased the target for the number of houses to be built for Colchester by over 40%. No sites had been proposed within the Parish of Mount Bures in the first round of call for sites. The timetable for the next stage of the Local Plan had been extended into 2025 to allow for the changes the Government was making to Planning Policy Guidance.

**082/2024 Planning Applications**

**241961 - The Bungle Oh, Hall Road, Mount Bures Essex CO8 5AS**

Single storey Hup! extension with Ultrasky roof. **Already approved. See item 083/2024**

**241959 - Bluebell Farm Peartree Hill Mount Bures CO8 5BA**

Proposed Farm Track

**RESOLVED:** Mount Bures Parish Council has already submitted to CCC planning department before the response deadline of 22<sup>nd</sup>. October 2024

The response can be found at

<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=241959>



The applicants spoke about their application. They planned to minimise the visual impact of the track by sowing wild flowers and hedge planting along the road. They were not planning to light the track except for limited downward facing lighting to facilitate unlocking the track gate. Having previously been burgled it was likely that they would need to install some more security lighting at their property but any such lighting would be fitted so as not to lose the dark skies for the area.

**242223** - Barn north of Burnt House Farm Janke Green Road Wakes Colne CO6 2AT

Application for prior approval for the conversion of agricultural steel barn into one five bedroom dwelling.

Demolition of associated building along the east elevation

**RESOLVED:** Mount Bures Parish Council had no objection to this planning application for the conversion of an existing barn, provided the access did not adversely impact upon the protected lane. The Council also hoped that the conversion would use energy efficient heating, such as a heat pump, and it agreed it would check with CCC whether the development would lead to any s106 monies coming to the Parish Council.

#### **083/2024 Planning Decisions made by CBC affecting Mount Bures**

**241543** - Hushwing Farm, Mount Bures Road, Wakes Colne Colchester CO6 2AP

Application for variation of condition 2 following grant of planning permission 222261. **Approve Conditional**

**241961** - The Bungle Oh, Hall Road, Mount Bures, Essex, CO8 5AS

Single storey Hup! extension with Ultrasky roof. **Approve Conditional**

#### **084/2024 Colchester Local Plan Review**

a) Village Green – Local Green Space

The Parish Council was expecting the existing village green to be designated as 'Local Green Space' in the next stage of consultation on the CCC Local Plan. However, the preferred options consultation originally planned for this autumn and been pushed back to 2025. MBPC has written to Bures Hamlet Parish Council to ask them to include the small element of the village green that lies within Bures Hamlet as Local Green Space in their developing Neighbourhood Plan.

#### **085/2024 Finance**

a) To receive the Bank balances as at 31<sup>st</sup>. October 2024

Councillors noted the Bank balances as at 31<sup>st</sup>. October 2024

b) To receive the comparison of Actual against Budget for 2024/25

Councillors noted the comparison of Actual against Budget for 2024/25

c) To approve payments for October and November 2024 and to agree a transfer of funds to meet the Parish Council financial requirements. **All Agreed**

#### **086/2024 Budget 2025-2026** Councillors to discuss draft budget

Councillors discussed the draft 2025/2026 budget. This will be finalised at the 14<sup>th</sup>. January 2025 meeting

#### **087/2024 Information Exchange** No update

#### **088/2024 Items for next agenda**

2025/2026 budget

#### **089/2024 To confirm date and time of next meeting. Tuesday 14<sup>th</sup>. January 2025 at 7.30pm**

#### **090/2024 Councillors confirmed the date meetings in 2025.**

11.03.25: 13.05.25: 08.07.25: 09.09.25: 11.11.25

#### **091/2024 Closure of the meeting**

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

The Chair then closed the meeting at 8.45pm and thanked everyone for attending

Signed

14<sup>th</sup>. January 2025

**Ian Woodman**  
Chair



	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	£ 4,368.92	£ 4,350.92	£ 3,587.41
Unity Trust Bank - EMR a/c	£ 4,662.85	£ 4,662.85	£ 4,694.61	£ 4,694.61
<b>Total:</b>	<b>£ 9,628.17</b>	<b>£ 9,031.77</b>	<b>£ 9,045.53</b>	<b>£ 8,282.02</b>
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
<b>Net Bank Balances as at</b>	<b>£ 9,628.17</b>	<b>£ 9,031.77</b>	<b>£ 9,045.53</b>	<b>£ 8,282.02</b>
<b>CASH BOOK</b>				
Balance as at 01.04.24	£ 7,187.00	£ 7,187.00	£ 7,187.00	£ 7,187.00
Plus Receipts	£ 2,441.17	£ 2,441.17	£ 2,472.93	£ 2,472.93
<b>Total</b>	<b>£ 9,628.17</b>	<b>£ 9,628.17</b>	<b>£ 9,659.93</b>	<b>£ 9,659.93</b>
Less Payments	£ -	£ 596.40	£ 614.40	£ 1,377.91
<b>Grand Total</b>	<b>£ 9,628.17</b>	<b>£ 9,031.77</b>	<b>£ 9,045.53</b>	<b>£ 8,282.02</b>
Difference	£ -	£ -	-£ 0.00	£ -
Bank Balance as at	31.08.24	30.09.24	31.10.24	30.11.24
Unity Trust Bank - Current a/c	£ 3,587.41	£ 5,226.17	£ 5,220.77	£ 4,591.27
Unity Trust Bank - EMR a/c a/c	£ 4,694.61	£ 4,727.15	£ 4,727.15	£ 4,727.15
<b>Total:</b>	<b>£ 8,282.02</b>	<b>£ 9,953.32</b>	<b>£ 9,947.92</b>	<b>£ 9,318.42</b>
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
<b>Net Bank Balances as at</b>	<b>£ 8,282.02</b>	<b>£ 9,953.32</b>	<b>£ 9,947.92</b>	<b>£ 9,318.42</b>
<b>CASH BOOK</b>				
Balance as at 01.04.24	£ 7,187.00	£ 7,187.00	£ 7,187.00	£ 7,187.00
Plus Receipts	£ 2,472.93	£ 4,535.97	£ 4,535.97	£ 4,535.97
<b>Total</b>	<b>£ 9,659.93</b>	<b>£ 11,722.97</b>	<b>£ 11,722.97</b>	<b>£ 11,722.97</b>
Less Payments	£ 1,377.91	£ 1,769.65	£ 1,775.05	£ 2,404.55
<b>Grand Total</b>	<b>£ 8,282.02</b>	<b>£ 9,953.32</b>	<b>£ 9,947.92</b>	<b>£ 9,318.42</b>
Difference	£ -	-£ 0.00	-£ 0.00	-£ 0.00
Bank Balance as at	31.12.24	31.01.25	28.02.25	31.03.25
Unity Trust Bank - Current a/c	£ 4,585.27			
Unity Trust Bank - EMR a/c a/c	£ 4,758.81			
<b>Total:</b>	<b>£ 9,344.08</b>			
Less Unpresented cheques				
Total of unpresented cheques	£ -			
<b>Net Bank Balances as at</b>	<b>£ 9,344.08</b>			
<b>CASH BOOK</b>				
Balance as at 01.04.24	£ 7,187.00			
Plus Receipts	£ 4,567.63			
<b>Total</b>	<b>£ 11,754.63</b>			
Less Payments	£ 2,410.55			
<b>Grand Total</b>	<b>£ 9,344.08</b>			
Difference	£ -			



# Your Account Statement



For Businesses. For Communities. For Good.

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:** 31/12/2024

**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 2.60% AER as of your statement date.

## Contact Us

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



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](http://FSCS.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](http://unity.co.uk/fscs)

## Your Instant Access account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/11/2024		Balance brought forward	£0.00	£0.00	£4,727.15
31/12/2024	Credit Interest	Credit Interest	£0.00	✓ £31.66	£4,758.81

£ 4567.63  
£ 2410.55

Page number 1 of 2

Statement number 017

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For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.  
Unity Trust Bank is entered in the Financial Services Register under number 204570.  
Registered Office: Four Brindleyplace, Birmingham, B1 2JB.  
Registered in England and Wales no. 1713124.  
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# Your Account Statement



For Businesses. For Communities. For Good.

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:** 31/12/2024

**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

**Go Paperless!** Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

## Contact Us

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

## Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/11/2024		Balance brought forward	£0.00	£0.00	£4,591.27
31/12/2024	Fee	Service Charge	✓ £6.00	£0.00	£4,585.27

Page number 1 of 2

Statement number 022

**For Businesses.  
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MBPC ACTUAL AGAINST BUDGET REPORT					
		Agreed 2024/25	Total Income / spend to Jan '25	Left in Budget as at Jan '25	Anticipated left in budget as at 31.03.25
<b>Income</b>	Precept	3409	£ 3,409.00		
	Other Income / Grant	652	£ 752.00		
	Bank Interest	0	£ 95.96		
	Transfer from Reserves	0			
	VAT Refund	0	£ 310.67		
	<b>TOTAL</b>	<b>4061</b>	<b>£ 4,567.63</b>		
<b>Exp.</b>					
	Salary	2243	£ 1,876.58	£ 366.42	-£ 23.08
	Mileage Expenses	0	£ 19.80	-£ 19.80	-£ 19.80
	General Admin & Postage	75	£ 46.06	£ 28.94	£ 28.94
	Audit Fees	70	£ 70.00	£ -	£ -
	Footpaths Maintenance	660	£ 558.45	£ 101.55	£ 100.00
	Maintenance Repairs	50	£ -	£ 50.00	£ 50.00
	Fees & Subscriptions	175	£ 112.59	£ 62.41	£ 62.41
	Insurance	236	£ -	£ 236.00	£ -
	Village Hall Rental Hire	150	£ -	£ 150.00	£ -
	Courses & Travelling Exp.	50	£ -	£ 50.00	£ 50.00
	Newsletter	100	£ 100.00	£ -	£ -
	Notice Board restoration	150	£ -	£ 150.00	£ 150.00
	Poppy Wreath	30	£ -	£ 30.00	£ -
	Bank Charges	72	£ 53.40	£ 18.60	£ -
	<b>TOTAL</b>	<b>4061</b>	<b>£ 2,836.88</b>	<b>£ 1,224.12</b>	<b>£ 398.47</b>
	<u>Outstanding VAT Claim</u>		<b>£ 55.29</b>		
	<u>Total Expenditure</u>		<b>£ 2,892.17</b>		



MBPC FINANCE DECEMBER '24 & JANUARY '25 PAYMENTS						
Income:						
Expenditure						
Chq No.	Invoice No.	Payee	Cost	VAT	Total	MBPC Ref. No.
BACS	Dec '24	Kevin B. Money - Clerk salary	£ 149.47	£ -	£ 149.47	23
BACS	Dec '24	HMRC - Tax on salary	£ 37.40	£ -	£ 37.40	24
BACS	Jan '25	Kevin B. Money - Clerk salary	£ 155.75	£ -	£ 155.75	25
BACS	Jan '25	HMRC - Tax on salary	£ 39.00	£ -	£ 39.00	26
BACS		H. Hildegard - The Mount	£ 100.00	£ -	£ 100.00	27
		TOTAL:	£ 481.62	£ -	£ 481.62	