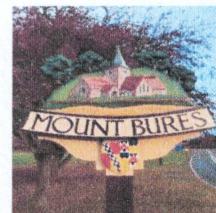


# MOUNT BURES PARISH COUNCIL

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 13<sup>th</sup>. MAY 2025 immediately after the**

**Annual Electors Meeting** for the purpose of transacting the following business:

*KBMoney* - Kevin B. Money Parish Clerk / RFO to the Council – 7<sup>th</sup>. May 2025

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

## ANNUAL MEETING AGENDA

- 036/2025     **Chairman's welcome**
- 037/2025     **Apologies for Absence**
- 038/2025     **Election of Chairman for the 2025/26 year**  
 The Chairman to sign the Declaration of Acceptance of Office form
- 039/2025     **Election of Vice-Chairman for the 2025/26 year**  
 The Vice-Chairman to sign the Declaration of Acceptance of Office form
- 040/2025     **To re-adopt all Council policies – sent prior to meeting**  
 2025-26 Council policies and procedures can be found at  
<https://e-voice.org.uk/mountburespc/policies-procedures/>
- 041/2025     **Declaration of Members interests**  
 To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interest relating to items on the agenda
- 042/2025     **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 11<sup>th</sup>. March 2025
- 043/2025     **Public Open Forum (Maximum 15 minutes)**
- 044/2025     **Essex County Councillor – Cllr L. Barber**
- 045/2025     **County Councillor – Cllr W. Sunnucks**
- 046/2025     **Planning – including any Current Planning Applications requiring a response**  
**250873 - Elms Farm Peartree Hill Mount Bures CO8 5BA**  
 Convert brick outbuilding to a Utility room. Link the House to the proposed Utility Room. Reinstate a side ash window. Install cast iron style steps the hay loft on an attached barn. Conservation works including but not limited to, the removal of waterproof paints from the render and cement pointing from solid wall brickwork, followed by appropriate repairs.  
 Documents can be found at  
<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=250873>
- 250901 - Orchard Lodge Dowling Road Mount Bures CO8 5AY**  
 To formally acknowledge the long-established operation of the tree surgery business at the property. The business has been based at Orchard Lodge since 2012, falls within the µforestryã element of the original occupancy condition.  
 An application for a certificate of lawful use has been lodged with this authority which is potentially of interest and upon which you may wish to comment. However, 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.  
 Documents FYI can be found at  
<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=250901>
- 047/2025     **Planning Decision/s made by CCC affecting Mount Bures**
- 048/2025     **Defibrillator Application update Cllr I. Woodman**



**049/2025      Annual Return for 2024/25**

- 1) To receive the 2024/25 signed Internal Audit Report
- 2) To receive and sign the Certificate of Exemption – AGAR 2024/25 part 2
- 3) To receive and sign the Section 1 - Annual Governance Statement 2024/25
- 4) To receive and sign the Section 2 - Accounting Statements 2024/25

**050/2025      Finance**

- a) To receive the Bank balances as at 30<sup>th</sup>. April 2025
- b) To receive the comparison of Actual against Budget for 2025/26
- c) To approve payments for April & May '25 and to agree a transfer of funds to meet the Parish Council financial requirements

**051/2025      Information Exchange**

**052/2025      Items for next agenda**

**053/2025      To confirm date and time of next meeting. Tuesday 8<sup>th</sup>. July 2025 at 7.30pm**

**054/2025      Councillors confirmed the date meetings in 2025. 09.09.25: 11.11.25**

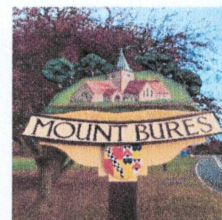
**055/2025      Closure of the meeting**

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](mailto:mountburespc@gmail.com)  
 Website: <https://e-voice.org.uk/mountburespc/>



**Minutes of the Parish Council Meeting held on Tuesday 11<sup>th</sup>. March 2025 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 no members of the public present.

**018/2025 Apologies for Absence** None were received.

**019/2025 Declaration of Members interests**

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

**020/2025 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 14<sup>th</sup>. January 2025. **All Agreed,**

**021/2025 Public Open Forum (Maximum 15 minutes)** No members of the public were present but some questions relating to the proposed introduction of commingled household recycling bins had been submitted in advance of the meeting, noting the opinions being expressed in 'Nextdoor Neighbourhood' the local media platform, which were all negative to their introduction on the grounds that they were too big, houses did not have enough space to store them, there would be cross contamination of materials, and they were a waste of money at a time of austerity. Cllr W. Sunnucks asked the Clerk to forward the questions to him and he would reply direct.

The Chair updated the Council on progress to remove the illegally erected Land Wanted sign outside Hall Farm on which complaints had been received from members of the public. The CCC Enforcement Officer had previously arranged for this sign to be removed by end of February '25. This had not happened and the Enforcement officer had been in touch with the company again to get it removed. The Parish Clerk will keep the Parish Council updated.

**022/2025 Training.** Councillors have received all training information from EALC.

**023/2025 Visitors Report**

Cllr W. Sunnucks covered 3 big things going on in Colchester City Council: the Local Plan, Local Government reform and the CCC Budget.

Cllr Sunnucks said that many Cllrs were of the view that Colchester's infrastructure planning had fallen behind the new housing targets which had been imposed by the Government. Consultation on the Local Plan preferred options had therefore been postponed to allow more work on infrastructure plans. However, he was concerned that the proposed 10-month delay was unnecessarily long and would leave the door open to speculative development applications if it was not shortened. He was pushing as hard as possible to get the Council to address the difficult issues rather than postponing them. The Parish of Mount Bures currently had no proposed allocation of development sites but would be affected by more pressure on local roads and services from population growth.

Local Government Reform shouldn't affect Parish Councils directly, but it will be a major upheaval for Colchester and Essex County Councils. It was likely that there would be an election for Mayor in May 2026 and by 2028 the new Unitary Authority should be up and running. Parish Councils would be expected to continue in the same way as previously.

The City Council's finances were under pressure with a deficit of £8.5m. Alternative budget options, including selling land, were under consideration.

Cllr W. Sunnucks then left the meeting.

**024/2025 Planning – including any Current Planning Applications requiring a response.**

No planning applications have been received.

**025/2025 Planning Decision/s made by CCC affecting Mount Bures.**

**242223** - Barn north of, Burnt House Farm, Jankes Green Road Wakes Colne Colchester 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 **Prior Approval Required (Approved)**



**026/2025 Colchester Local Plan Review**

a) Local Plan Revised Timetable. As discussed under item 023/2025

**027/2025 Defibrillator Application** update Cllr I. Woodman

To decide, in the light of The British Heart Foundation's rejection of the Parish Council's application for a free defibrillator, whether to purchase a defibrillator for the use of the local community and, if so, how this might be funded.

Cllr I. Woodman gave a brief presentation on purchasing a defibrillator to be located at the village hall.

Although cardiac arrests were fortunately rare, a defibrillator could make a difference. However, the window for successful resuscitation (3 to 5 minutes) was very short and a machine would only be of value to those living very close to the village hall with no benefit to those living in other parts of the Parish. The cost of defibrillators had reduced significantly and one could be obtained from the BHF for around £1200 (plus installation and ongoing electricity charges). Councillors agreed to see if any of those living in the vicinity of the village hall would be willing to make a contribution towards the cost of a defibrillator in that location, with the remaining costs being paid by the Parish Council. This item to be placed on a future MBPC agenda following consultation with local residents.

**028/2025 VE Day 80<sup>th</sup> Anniversary celebrations** update Cllr F. Willett

It was expected that there would be a celebratory BBQ at the Thatcher's on 8<sup>th</sup>. May

**029/2025 Finance**

a) To receive the Bank balances as at 28<sup>th</sup>. February 2025

Councillors noted the Bank balances as at 28<sup>th</sup>. February 2025

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 February & March '25 and to agree a transfer of funds to meet the Parish

Council financial requirements **All Agreed**

**030/2025 Information Exchange****031/2025 Items for next agenda**

Defibrillator update and to place on AEM agenda

**032/2025 To confirm the date of the Annual Electors meeting – 13<sup>th</sup>. May 2025 at 7.30pm**

**033/2025 To confirm date and time of next meeting. Tuesday 13<sup>th</sup>. May 2025 immediately after the Annual Electors meeting**

**034/2025 Councillors confirmed the date meetings in 2025. 08.07.25: 09.09.25: 11.11.25**

**035/2025 Closure of the meeting**

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

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

Signed

13<sup>th</sup>. May 2025

**Ian Woodman**  
Chair



BANK RECONCILIATION			
Financial year ending 31.03.26			
Bank Balance as at	30.04.25		
Unity Trust Bank - Current a/c	£ 5,880.40		
Unity Trust Bank - EMR a/c	£ 4,788.77		
<b>Total:</b>	<b>£ 10,669.17</b>		
Less Unpresented cheques			
Total of unpresented cheques	£ -		
<b>Net Bank Balances as at</b>	<b>£ 10,669.17</b>		
<b>CASH BOOK</b>			
Balance as at 01.04.25	£ 8,647.17		
Plus Receipts	£ 2,067.00		
<b>Total</b>	<b>£ 10,714.17</b>		
Less Payments	£ 45.00		
<b>Grand Total</b>	<b>£ 10,669.17</b>		
Difference	£ -		
Bank Balance as at			
Unity Trust Bank - Current a/c			
Unity Trust Bank - EMR a/c			
<b>Total:</b>			
Less Unpresented cheques			
Total of unpresented cheques			
<b>Net Bank Balances as at</b>			
<b>CASH BOOK</b>			
Balance as at 01.04.25			
Plus Receipts			
<b>Total</b>			
Less Payments			
<b>Grand Total</b>			
Difference			
Bank Balance as at			
Unity Trust Bank - EMR a/c			
Unity Trust Bank - Current a/c			
<b>Total:</b>			
Less Unpresented cheques			
Total of unpresented cheques			
<b>Net Bank Balances as at</b>			
<b>CASH BOOK</b>			
Balance as at 01.04.25			
Plus Receipts			
<b>Total</b>			
Less Payments			
<b>Grand Total</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:** 30/04/2025

**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](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 Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/03/2025		Balance brought forward	£0.00	£0.00	£3,858.40
04/04/2025	Credit	COLCHESTER CITY COUNCIL	£0.00	✓ £2,067.00	£5,925.40
11/04/2025	Faster Payment Debit	B/P to: HMRC	✓ £39.00	£0.00	£5,886.40
30/04/2025	Fee	Service Charge	✓ £6.00	£0.00	✓ £5,880.40

Page number 1 of 2

Statement number 026

**For Businesses.  
For Communities.  
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Registered Office: Four Brindleyplace, Birmingham, B1 2JB.  
Registered in England and Wales no. 1713124.  
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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:** 30/04/2025

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**Swift Code (BIC):** NWBKGB2L

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**Account Number:** 20484127

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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
31/03/2025		Balance brought forward	£0.00	£0.00	£4,788.77

Page number 1 of 2

Statement number 021

**For Businesses.  
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For Good.**

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MBPC ACTUAL AGAINST BUDGET REPORT				
		Agreed 2025/2026	Total Income / spend to May '25	Left in Budget as at May '25
<b>Income</b>	Precept	3482	£ 1,741.00	
	Other Income / Grant	652	£ 326.00	
	Bank Interest	0	£ -	
	Transfer from Reserves	0		
	VAT Refund	0	£ -	
	<b>TOTAL</b>	<b>4134</b>	<b>£ 2,067.00</b>	
<b>Exp.</b>				
	Salary	2337	£ 428.50	£ 1,908.50
	Mileage Expenses	0	£ -	£ -
	General Admin & Postage	75	£ 50.52	£ 24.48
	Audit Fees	80	£ 75.00	£ 5.00
	Footpaths Maintenance	660	£ -	£ 660.00
	Maintenance Repairs	50	£ -	£ 50.00
	Fees & Subscriptions	120	£ -	£ 120.00
	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	£ 6.00	£ 66.00
	<b>TOTAL</b>	<b>4134</b>	<b>£ 560.02</b>	<b>£ 3,573.98</b>
	<u>Outstanding VAT Claim</u>		<b>£ 10.10</b>	
	<u>Total Expenditure</u>		<b>£ 570.12</b>	



MBPC FINANCE APRIL & MAY 2025 PAYMENTS							
Income: CCC Precept £1741.00p: CCC Grant £326.00p:							MBPC Ref. No.
		Expenditure					
Chq No.	Invoice No.	Payee	Cost	VAT	Total		
BACS	Apr '25	Kevin B. Money - Clerk salary	£ 155.95	£ -	£ 155.95	1	
BACS	Apr '25	HMRC - Tax on salary	£ 38.80	£ -	£ 38.80	2	
BACS	May '25	Kevin B. Money - Clerk salary	£ 155.75	£ -	£ 155.75	3	
BACS	May '25	HMRC - Tax on salary	£ 39.00	£ -	£ 39.00	4	
BACS	2024/25	M. Lawson - Internal Audit	£ 75.00	£ -	£ 75.00	5	
BACS		Kevin B. Money - Expenses	£ 50.52	£ 10.10	£ 60.62	6	
		TOTAL:	£ 515.02	£ 10.10	£ 525.12		