

**Minutes of the Meeting of Doddinghurst Parish Council General Purpose Committee  
held at 20.00 on the 17<sup>th</sup> February 2010, Parish Room (adjacent the Village Hall),  
Doddinghurst Road, Doddinghurst.**

**Present:** Cllrs. Alan Farrow (Chairman), Mrs Julia Le Page, Graham Bateson,

1. **Apologies for absence.** Clr. Mr G Smith, Alison Richards, Diane Rogers-Harrison.
2. **Declaration of Interests relating to items on the agenda.** None declared.
3. **Resolved:** Approved the minutes of the GP meeting held on the 20<sup>th</sup> January 2010.
4. **Information:** Actions arising from GP meeting on the 20<sup>th</sup> January 2010.  
P3 scheme changes have been rescinded pending Parish by Parish review. Final tranche (£60,000) for PWLB funds received. Copy of fully signed priest House lease received. Scout Path lights now fully operational. DOFC Invoice paid, SC Lunch: Helpers – gift vouchers sent and Gazette article posted on web-site.
5. **Information:** Rock salt bin – Clerk to identify/ price a supplier of bin made in dark colours.
6. **Information:** Registration of Data commissioner with ICO – Noted application completed.
7. **Resolved:** Approved, Information Security Policy for presentation to Full Council. Noted the associated Risk Assessment document and recommended the implementation of proposals to reduce identified physical risks arising from fire. Clerk to establish costs and availability of a second hand fire resistant cabinet and “out of office” insurance cover for Laptops.
8. **Information:** “Gardenscheme” had not responded to a request for a date to lay the new play-chips so the Clerk is to approach “The Odd Jobbers” for a quote for this and to install the new picnic table.
9. **Information:** CIF fund adjudication feedback. The Clerk outlined the nature of the Grant applications being awarded by the CIF fund and the opportunity it presented for the Council to raise funds in 2010/11, but this would require agreement from councillors to organise and co-ordinate applications.
10. **Information:** Footpath maintenance – Noted: P3 arrangements now to be negotiated.
11. **Information:** PWLB status and progress against programme of works. Noted – see item 4 above.
12. **Discussion:** Option to double up referee room as a disabled toilet. Noted possibility but feasibility study needed and item dependent on decision relating to item 9 and fund raising activities.
13. **Discussion:** Drainage in Burial Ground. Noted issue with standing water and the situation is to be monitored.
14. **Resolved:** Approved an annual deep cleaning of the Parish Room carpet @ up to £150.
15. **Resolved:** To agree action relating to potholes in roads. Noted: Essex County Council website: <http://ehss.essexcc.gov.uk/> is available for all highway defect notifications.
16. **Resolved:** To agree action relating to All Saints Church front pathway. Clerk to write to Brentwood Borough Council to enquire about their planned action relating to All Saints Church Front Footpath. N.B. this is both public footpath and Church Access path but in neither case does ownership does rest with the Parish Council, however the Power of Well-Being could give the Parish Council the power to act. The footpath has been used for parking by contractor’s vehicles working on the Priest House and is in poor condition because the vehicles track width is wider than the path.
17. **Any Other Urgent Business** strictly for information only. Galvanised post and chain hooks are the preferred choice as a dog lead hooks, for use adjacent to the bike racks.

**The meeting closed at 21.45**

Signed:

Dated: 17<sup>th</sup> March 2010