

Minutes of the Meeting of Doddinghurst Parish Council General Purpose Committee held at 20.00 on the 19th Feb 2014, Parish Room (adjacent the Village Hall), Doddinghurst Road, Doddinghurst.

Present: Cllrs: Alan Farrow, Colin Enderby, David Potter, Diane Rogers Harrison and Julia Le Page.

1. Apologies for absence. Cllrs: Gerry Smith, Phil Arnell and Graham W Bateson.

2. Declaration of Interests relating to items on the agenda - None declared.

3. 🖐️Resolved: Approved the minutes of the prior GP meeting (July 2013).

4. Information: Update on actions from prior meeting:

- Deputy Clerk Commenced 11th Feb 2014 - Clarrie Tremain (appointed & attending meeting)
- Small car park - pot-hole repairs - delayed due to adverse weather.
- Meter hut repair - new bollards and metal door - bollards fitted, awaiting door & fittings.
- BBC Grant funding and Scout Group grant donation. A promise of a grant for the car park resurfacing repairs had been promised from Brentwood Borough Council and the Scouting Group had repaid the Parish Council monies to cover the cost of the new lighting on the pathway and meter box work.
- BBC Invoices - duplication and replication - the Clerk had met with Tracy Lynch and reviewed their issued invoices since 2011/12 and agreed action to resolve the problems and to prevent future discrepancies.
- Barclays Bank - Community A/C. The Parish Council have been moved to the Community Account Tariff to provide essentially free banking on in credit accounts.
- VAT return completed for Q2 and 3 2013 and VAT funds received
- Footpath from Budgens field to Doddinghurst Road (opposite Middle Green). The footpath that is not on the definitive map has been identified on the ordnance survey maps of the area as well as the aerial photographs. Essex legal had been consulted and an application pack received however it is a "fee earning" service.

5. 🖐️Resolved: Agreed that Cllrs Enderby, Farrow and Dicker will work with the Clerk to view suppliers play equipment and hence identify a suitable group of three contractors to tender.

6. 🖐️Resolved: Approved a change of CPA Inspection frequency by the Borough Council from once a week to once a month. Annual RoSPA inspections will continue unchanged and the Groundsman, who has recently been trained on the inspection of play areas, will carry out recorded weekly checks. The Clerk to write to Brentwood Borough Council accordingly.

7. 🖐️Resolved: Approved, Burial Ground fees for 2014/15. Burial Ground Income over Expenditure will be ring-fenced in future years to build a future year's fund. The Parish Room rent will be unchanged on 2013/14. Additional local advertising will be undertaken to try to improve its usage.

8. 🖐️Resolved: Approved, the use of the Parish Room for monthly meetings of the Neighbourhood Watch Group free of charge throughout the 2014/15 financial year.

9. 🖐️Resolved: Agreed; no action was sanctioned in respect of a request from a resident of The Gardens to provide additional fencing along his garden's rear boundary with the Burial Ground. The resident was concerned that stray dogs were entering his garden from the Burial Ground to chase his pet cats. The Council considered the solution rested with the resident, who was free to provide fencing on his side of the boundary if he so wished.

10. 🖐️ Resolved: Approved: Following a request to scatter ashes in the burial ground it was agreed that a formal ashes lawn be created alongside Ashes Plot 2 central pathway. Scattering of ashes would be unrecorded and no fees raised, however memorial plaques, if provided, would be charged as at present. The clerk is to prepare a plan to define the area.

11. 🖐️ Resolved: Agreed a schedule of works for NAT implementation in March 2014 to be drafted by the Clerk. The amount of vehicle damage to the grass verges was the main concern at present. Also raised were: signage on the Doddinghurst Road on the 90 degree bends (corners 1 and 3 have lost their chevrons); The flower tubs needed cleaning and repainting due to strimmer damage; culvert under Brook Lane, where footpath 10 meets Brook Lane, is 50% blocked with debris.

12. Footpath repair and maintenance. Feedback to be taken from the BBPCA meeting on the 5th March, and proposals by the ramblers to improve footpath conditions, given further reductions in footpath maintenance funding by Essex County Council.

13. 🖐️ Resolution: To agree action relating to damaged grass verges - see item 11 above.

14. 🖐️ Resolved: Agreed to take no action relating to fallen tree at rear of Budgen's Field.

15. 🖐️ Resolved: Agreed to raise the question of War Memorial maintenance and insurance with Brentwood Borough Council since they currently maintain the front Churchyard of All Saints.

16. 🖐️ Resolved: Approved the DOFC revenue sharing invoice.

17. Any Other Urgent Business strictly for information only. Cllr Enderby stated that one of the two remaining Village Bus Club drivers had to cancel his trips for the next few months for medical reasons and that having only one driver made the Village Bus Club non-viable. The issue is to be addressed at the next meeting of the Bus Club.

The meeting was attended by no members of the public

The meeting closed at 21.30

Signed:

Dated: 23rd April 2014