

Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 7th November 2013, Parish Room, (adj. Village Hall), Church Lane, Doddinghurst.

Present: Clrs. Mrs D Dicker (Chairman), Mrs J Le Page, Mr. G W Bateson, Mr C Enderby, Mr A Oliver, Mrs D Rogers-Harrison, Mr A Smith, Mr A Farrow, Mr P Arnell, Mr G Smith; County and Borough, Cllr Ann Naylor, Borough Councillors Mr K Parker and Mr R McCheyne.

1. **Apologies for Absence.** Cllr David Potter.
2. **Resolved.** Minutes of the meeting held on the 3rd October 2013 approved and signed.
3. **Declaration of Interests from Members.** None recorded.
4. **Noted: Clerk's report back on progress and from decisions taken at prior meetings:**
 - i. Burial Ground: Contractor has been off work for 5 weeks following medical treatment. One ashes interment booked for early November.
 - ii. Allotments: One allotment cancelled (due to tenants house move) and plot re-let to new tenant.
 - iii. Tree work undertaken by Mat Prince – Burial Ground and Nature Trail.
 - iv. Peartree Field Mound strimming and weed cutting – quote obtained – see agenda.
 - v. New Laptop office software installed on two machines and working file data configured and transferred. Application software including HMRC Payroll software, Sage software, Palm Diary Management software and Hot Synch capability, Outlook email software and email files, Website (Dreamweaver) software and website database. Sky Drive established for offline storage and backup. All laptops upgraded to latest Windows 8.1 release.
 - vi. RoSPA play area maintenance course attended with Patrick Maher.
 - vii. Neighbourhood Action Team works schedule being compiled for action 18 - 22 November – nothing listed at present.
 - viii. CIF fund judging panel meeting set for the 21st November 2013.
 - ix. One tree near nature trail fallen in the gale on Monday 28th October and other minor tree damage.
 - x. Deputy Clerk potential vacancy ad run in the Link – 2 enquiries received to date.
5. **Noted:** Schedule of Correspondence received up to the 30th October 2013 and response to Southend Airport airspace consultation. The Clerk is to draft a response to the airport airspace consultation.
6. **Financial Reports, Minutes and Feedback from Committees.**
 - a. **Resolved:** Approved the Schedule of Payments for October 2013.
 - b. Information Planning Applications - Noted: 30th Oct 2013 update report on applications and responses.
 - c. Information: Finance and Resource – Noted recommendations from the meeting of the 16th October 2013.
 - d. Feedback from Members relating to Committees attended since last meeting. Cllr Smith advised of major cuts in the Youth Service funding by ECC would mean that after April 2014 it would cease to exist.
7. **Resolved:** Approved, by majority vote, action to replace the Deputy Clerk.
8. **Resolved:** Approved a transfer of Barclays Bank accounts from a Barclays tandem Current/Savings account to a Barclays Community Account.
9. **Resolved:** Approved the cutting back of weeds and overgrowth on the mounds and other un-mown areas on Peartree Field – see estimate.
10. **Information:** Christmas Buffet – General arrangements for the 5th December 2013.
11. **Information:** Date of next meeting: Thursday 16th January 2014.
12. **Other urgent information:** I.

The meeting closed at 21.50

Minutes signed:

Date: 16th January 2014

Comments in public session:

- (i) Cllr. Naylor advised of the changes mooted to free school transport and how it would affect the village families.
- (ii) Small project fund availability was raised by Cllr McCheyne – up to £1000 and nomination is urgent.
- (iii) NAT's team Doddinghurst work schedule to be sent to Cllr McCheyne ASAP.
- (iv) The closure of the desire line footpath from the corner of the football field to Doddinghurst Road - opposite Middle Green.

The meeting was attended by three members of the public.