

Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 16th January 2014, 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, Mr D Potter; Borough Councillors Mr K Parker and Mr R McCheyne.

1. **Apologies for Absence:** County and Borough Councillor Ann Naylor.
2.  **Resolved.** Minutes of the meeting held on the 7th November 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: Two ashes interments taken place in November.
 - ii. Allotments: No change.
 - iii. Peartree Field strimming and weed cutting completed in November 2013.
 - iv. Bollards fitted in small car park next to meter hut. Refund of grant for lighting and meter cabinet work obtained. Car Park surface repairs to potholes awaited.
 - v. CIF award granted for £20,000.
 - vi. Neighbourhood Action Team works schedule being compiled for action in March 2014, nothing listed at present (but see item 14 below).
 - vii. Eight applications received for the Deputy Clerk post and five candidates scheduled for interview.
 - viii. Complaint received from a resident in The Gardens that dogs are getting into his garden from the Burial Ground. I have sent a holding reply.
 - ix. Several planning applications received over Christmas, three of which are for garage conversions to residential accommodation.
 - x. Request (second time) from a resident in Bakers meadow for "overhanging branches" from trees on Parish Council property to be cut back.
 - xi. Letter received from the Rotary Club advising the Parish Council that unfortunately the Donkey Derby will not be held in 2014 due to lack of resource.
 - xii. Southend airspace consultation has been responded to and its receipt has been acknowledged.
 - xiii. Parish Precept 14/15 response form completed for council approval - see agenda.
 - xiv. Complaint received about the state of the verge outside "The Oaks" on the Doddinghurst Road.
 - xv. BBPCA meeting held on the 4th December 2013.
5. **Noted:** Schedule of Correspondence received up to the 6th January 2014
6. **Financial Reports, Minutes and Feedback from Committees.**
 - a.  **Resolved:** Approved the Schedule of Payments for November and December 2013.
 - b. Information: Planning - Noted: updated schedules of applications received and decisions made to 7/1/2014.
 - c. Information: GP Committee – Noted request for February 2014 meeting topics and suggestions to date.
 - d. Information: Noted BBC PC liaison meeting minutes. Date of next meeting 25th March 2014 @ 19.00.
 - e. Information: Feedback from Members relating to Committees attended since last meeting. None listed.
7.  **Resolved:** Approved the Parish Precept for 2014/15 at £48,607.
8.  **Resolved:** Approved, acceptance of a Community Infrastructure Fund (CIF) grant offer of £20,000 for Children's Play Area (CPA) improvements, for expending by March 2015.
9.  **Resolved:** Approved a new Calendar of meetings for 2014. To be reviewed in May 2014.
10.  **Resolved:** Approved letter to landowner requesting the reinstatement of a footpath from Doddinghurst Road (opposite Middle Green) to the corner of Parish Council football fields under section 3 of the Highways Act 1980.
11. **Information:** Noted, that 5 people have been interviewed for the post of Deputy Clerk by the Chairman and Clr. Enderby. The successful candidate will be offered a 2 year contract with a 3 month trial period subject to satisfactory references.
12. **Information:** Noted: Chairman's January 2014 letter has been circulated for comment, also that the February 2014 Newsletter (published in March 2014) is due – articles and contributions requested from Councillors.

- 13. Information:** The Mayfair is planned for May 5th 2014. This year the activity is being organised by the Parish Council. Bookings for the Punch & Judy and Bouncy Castle had been made.
- 14. Information:** The date of next full Council meeting is Thursday 6th March 2014.
- 15. Other urgent information** (No council actions/letters/undertakings permissible on this item).
- The future of Essex Youth Services was currently being decided by ECC and the topic of Youth Strategy would be picked up by the GP committee
 - Whilst planning approval in principle had been granted war memorial negotiations were ongoing in terms of materials to be used. Brentwood Gazette had run an article on the project.
 - The tree planted by Hilary Wright had been lost and a replacement was discussed - refer to GP committee.
 - Damage to grass verges was widespread at the present time due to vehicles driving over them when the ground was very soft from repeated rain - action to be referred to the GP Committee.

The meeting closed at 21.45

Minutes signed:

Date: 6th March 2014

Comments in public session:

- A total of £2600 had been awarded to the Doddinghurst War Memorial fund, £1600 from Brentwood Borough Council plus £1000 from Councillor Parker Parish Grant Fund.
- The Borough Council website is being redesigned to make it more useful to users.
- Highways work programme - the borough highways liaison committee is chaired by Cllr Parker. Noted that National Criteria drive the repair decisions by Essex County Council.
- The Borough Council would reconsider a grant for works to the small car park and the Clerk was asked to resubmit an earlier claim for a grant to Cllr McCheyne.
- The Borough Neighbourhood Action Team (minor repairs and refurbishment works) were getting good feedback and the next visit to Doddinghurst was planned for March 2014.
- The Borough Council are hiring an additional tree specialist to deal with damaged trees caused by recent storms.
- NHW reported that recent Police activity had been on drug dealers in the village and a large number of small gas canisters had been found - suspected of being used for sniffing - a highly dangerous past-time!.
- Some recent thefts from cars seemed to have been achieved by the use of captured radio key unlocking codes (normally transmitted by the remote control key fobs used for unlocking cars).

The meeting was attended by three members of the public.