

Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 17th January 2013, Parish Room, (adj. Village Hall), Church Lane, Doddinghurst.

Present: Clrs. Mrs D Dicker (Chairman), Mrs J Le Page, Mrs D Rogers-Harrison, Mr P Arnell, Mr. A Farrow, Mr. D Potter and Mr G Smith; County and Borough Councillor Ann Naylor.

1. **Apologies for Absence:** Clrs Mr A Oliver, Mr A Smith, Mr. G W Bateson, Mr C Enderby
2. **Resolved:** Minutes of the meeting held on the 6th December 2012 approved and signed.
3. **Declaration of Interests:** from Members of any item(s) on this agenda. None declared.
4. **Noted:** Dispensations Granted by BBC relating to Precept Setting.
5. **Noted:** Clerk's Report back on progress following the December 2012 meeting.
 - i. The roof repairs over the Parish Room and the Office have been completed. The kitchenette's damaged doors, plasterboard, cupboards and worktop have been replaced. The Parish Room was closed for two weeks for the work to be done because an initial roof valley repair over the kitchenette was leaking and had to be replaced, which delayed works by about a week.
 - ii. Enquiries for burials and ashes interments are about normal for December.
 - iii. Brenda Windhagauer's plaque for burial ground maple tree dedication has been installed.
 - iv. CPA large swing shackle couplings passed to Cllr Farrow for installation.
 - v. Rolling and slitting of the Football grounds and Village Hall field organised.
 - vi. Neighbourhood Plan survey teams issued with id cards and survey forms.
 - vii. Christmas buffet held.
 - viii. Following a meeting with Robert Neale of Willowbrook a letter was sent to ECC Flood Management committee to ask them to confirm the responsibilities for management of the Culvert and drains on the Doddinghurst Road opposite Brook Lane. A reply is awaited.
 - ix. A Byelaw sign stating the permitted use of Parish land has been obtained and is to be installed near the main entrance gate by the small car park.
 - x. Attended with the Chairman to judge junior school presentations by Year 5 students in their ideas for rebuilding Doddinghurst following an imaginary destruction of the entire village.
 - xi. Parish Precept and Grant Information received from BBC and processed for F&R meeting on the 16th January 2013.
 - xii. The Planning Inspectors ruling on the use of land at the rear of properties in The Gardens received.
 - xiii. IT issues have flared up. The office phone line (and hence Broadband) was out of commission on the 8th and 9th January. Fasthost, the website domain management company seem determined to cease Doddinghurst-pc.gov.uk in favour of the old domain Doddinghurst-pc.co.uk and are proving to be very difficult to contact. Finally, the Parish Council laptop hard drive is showing signs of failure so it has been backed up – but replacing a hard disc is a small nightmare especially as the Windows operating system is OEM. A replacement machine may have to be purchased at short notice,
6. **Noted:** Schedule of correspondence received up to the 9th January 2013.
7. **Financial Reports and Minutes and Feedback from Committees.**
 - a. **Resolved:** Approved the Financial Reports for December 2012.
 - b. **Resolved:** Approved the Schedule of Payments for December 2012.
 - c. **Information:** Noted Planning meeting updates following last meeting held on the 13th November 2012.
 - i) The Moudaire Farm floodlights retrospective application has been re-submitted following rejection and taken straight to appeal. Whilst appeal is ongoing lights can carry on being used. li) The Gardens. Appeal against refusal to allow conversion into gardens has been refused and applicant told to reinstate to farmland.
 - d. **Information:** Noted: Finance and Resources meeting of the 16th January 2013.
 - e. **Information:** Noted. General Purposes meeting of the 16th January 2013.
 - f. **Information:** Noted. Neighbourhood Planning Steering Group Update. Surveys are now under way. It was agreed that houses which hadn't returned their forms would be re-visited.
 - g. **Information:** Feedback from Members relating to Committees attended. Cllr.G Smith reported on the Youth Strategy Group and relevant funding.

8. **Information:** Changes to the Local Council Tax Support grant were explained. And the long term impact this would have on the Doddinghurst Precept.
9.  **Resolved:** Parish Precept approved for 2013/14.
10. **Information:** Chairman's Annual Letter to Village.
11. **Information:** Flooding on the Doddinghurst Road.
12. **Information:** CPA Playchip replacement. Borough Cllr Roger McCheyne dealing with funding.
13. Other Urgent Information. (No council actions/letters/undertakings permissible on this item).

The meeting closed at 21.50

Comments in Public Session: Ann Naylor explained the mechanism for the Local Highways Panel and stated that requests for work needed to go through either herself, Roger McCheyne or Keith Parker. Cllr Farrow responded with comments about how local residents report issues to the parish council, who in turn report to ECC Highways and the issues are never dealt with so local residents are understandably upset.

It was requested that the next parish council newsletter contained information about how the people doing the Neighbourhood Survey are issued with ID and that if residents have any concerns they should ask to see it. An incident has been reported of someone impersonating a surveyor.

A meeting date to be set with Jo-Anne Ireland at Brentwood Borough Council re partnership document and future funding arrangements.

Minutes signed:

Date: 7th February 2013