

## Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 1<sup>st</sup> Nov 2012, Parish Room, (adj. Village Hall), Church Lane, Doddinghurst.

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

1. **Apologies for Absence:** Clrs. Mr P Arnell, Mr. G W Bateson.
2.  **Resolved.** Minutes of the meeting held on the 4<sup>th</sup> October 2012 approved and signed.
3. **Declaration of Interests** from Members of any item(s) on this agenda. Clr Farrow declared a personal interest in Item 8 relating to War Memorials and had decided to abstain from voting.
4. **Noted: Clerk's report back on progress** following the meeting of the 4<sup>th</sup> October 2012:
  - i. Brentwood Borough Council Partnership Agreement with the Parishes - proposed Service Level Agreement written and submitted.
  - ii. Compensation Grant for 2013/14 prepared and submitted.
  - iii. Actual spend v forecast budget for 2012/13 carried out.
  - iv. Damp at the rear of the Parish Room kitchenette, caused by roof damage, remains a serious problem with mildew which may require the replacement of the cupboards as a matter of urgency - the matter is still ongoing without any date for rectification. The roof is leaking still leaking -enough to saturate the kitchenette and fill the sink bowl with water. May need to take action to remedy but complications over insurance possible.
  - v. Two ashes interment (plots 149 and 150) booked in October.
  - vi. Plaques for Memorial Tree and Diamond Jubilee Tree obtained.
  - vii. Access 2010 and support manual obtained. Neighbourhood Plan access database established - data entry forms and report framework -and meeting of the survey team planned. Consultation on Doddinghurst Neighbourhood Plan area concluded.
  - viii. Bus Club trips to Nov 2013 planned and booked. 100 off £2 voucher to be issued to users.
  - ix. Arrangements for Christmas buffet issued. Invitations prepared.
  - x. Compendium of original signed minutes from 1991 to 2001 extracted from archives for binding - 2 new minute books ordered.
  - xi. Byelaw sign for Parish Land ordered.
  - xii. Half year grant and precept received.
5. **Noted:** Schedule of Correspondence received up to the 26<sup>th</sup> Oct 2012. The Clerk had written to the Neighbourhood Police team again to invite them to attend PC meetings since no-one had turned out following invitations in September and October.
6. **Financial Reports and Minutes and Feedback from Committees.**
  - a.  **Resolved:** Approved the Financial Reports for Oct 2012.
  - b.  **Resolved:** Approved the Schedule of Payments for Oct 2012.
  - c. **Information:** Noted, no Planning meeting since 25<sup>th</sup> September 2012. Noted also a new application for floodlights at Moudaire Farm had been made - following appeal (reported as lost), plus ongoing Appeals relating to land at the rear of The Gardens (use of Green Belt land as Domestic Gardens) and representations made by landowners. The application for conversion of The Oaks, Doddinghurst Rd., had been withdrawn.
  - d. **Information:** Noted Finance and Resources meeting of the 10<sup>th</sup> October 2012. Noted also that the 2013/14 precept may not be set by the Council until its January 2013 meeting (NALC Policy Briefing P39-12). In addition, under the new (2012) Code of Conduct, a dispensation will need to be moved to permit Councillors who are resident in the Parish of Doddinghurst to vote on the new precept since 10 out of the 11 Doddinghurst Councillors live within the Parish and hence have a Disclosable Pecuniary Interest and would otherwise be unable to vote - therefore making the committee unquorate and so unable to function..

Any dispensation may last no more than 4 years.

- e. **Information:** Noted: General Purposes meeting of the 17<sup>th</sup> October 2012. In relation to the redevelopment of the Children's Play Area Clr Farrow sought the opinion of Councillors on the provision of a steel container (size to be determined) as a place for the 15+ year olds to hang out. The proposal was that a steel container would be located in the shrubbery at the back of the scout field somewhere behind the "kicking goal". Its doors would be fixed permanently open and inside fitted with steel seating, table(s) and illumination, the latter powered by roof mounted solar panels. Clr. Farrow is to provide more information for a resolution on the topic in January or February 2013. It was noted that such provision would require planning permission as the land is green belt and this would be a new installation.
- f. **Information:** Noted: Neighbourhood Plan steering group notes of 22<sup>nd</sup> October 2012. A letter inviting all councillors to a training session for the Neighbourhood Plan survey (two dates available 12<sup>th</sup> and 13<sup>th</sup> Nov at 19.30 in the Parish Room) was issued with an overview of the course contents.
- g. **Information:** Feedback from Members relating to Committees attended since last meeting. Clr Enderby reported on the Transport Liaison meeting and issues of raised kerb provision (see also minutes of the 4<sup>th</sup> October) and also asked if anyone was interested in becoming a volunteer driver for the Village Bus since another driver was withdrawing.

**7. Information: Parish Council powers relating to War Memorials.** Noted: That Parish Councils have no specific powers to provide war memorials. The 1923 War Memorial Act permits Parish Councils to "maintain, repair and protect war memorials vested in them" This act went on to limit expenditure to "not exceeding a penny in the pound for any financial year". This was amended in 1948 to remove the requirement for the war memorial to be "vested" with the local authority and in 1957 The Parish Councils Act removed a requirement to seek the approval of the County Council to spend money on looking after an existing war memorial.

In July 2012 Doddinghurst Parish Council, being an eligible council, resolved to adopt the Power of General Competence which gave it the power to do anything an individual may do so long as the action does not contradict statutory legislation. Using this power (which needs to be specifically cited), Doddinghurst could grant funds to a trust or other charity set up for the specific purpose of providing a Doddinghurst War Memorial, but, in recognition of the 1923 Act that set a limit on expenditure at one two hundred and fortieth of annual income (because there were 240d in the pound in 1923), to cap any expenditure on war memorials to, approximately, £70,000/240 or £300 per annum.

**8.  Resolved: Approved the following motion:** This Council is in favour of aiding a volunteer group/trust established to provide a Doddinghurst War Memorial. Furthermore, the Council appoints Clr Alan Farrow as the representative of the Council to liaise with other individuals and organisations in the village interested in setting up a Doddinghurst War Memorial.

Caroline Seville, secretary of the PCC (Parish Church Council), had written to the Council proposing a permanent memorial and attended the meeting to present her proposal. She set out the current position and provided information from the War Memorial Trust on the provision of new memorials. It was noted that at present the only recognition of Village residents was a plaque in the church to those lost as a result of WW1.

**9.  Resolved:** Approved, up to £1200 emergency funding to pay for repairs to the roof damage (valley area over kitchenette) as a result of theft/vandalism.

**10. Information:** Update on proposals for Scalectrix system from Robin Ekblom. The Scout Group have been asked (via Karen Powell) if the Scout Hut can be used for a trial of such a system.

**11. Information:** Noted: The Clerk had drafted a BBC Partnership Agreement Service Level Agreement (SLA) for Doddinghurst to enable the preparation of a Doddinghurst Compensation Grant Claim for 2013/14. The level of grant available needs to be known prior to setting the 2013/14 precept - expected to be on 17<sup>th</sup> January 2013. Noted also that the grant paid in 2012/13 equalled the grant paid in 2011/12, despite the information submitted on

Doddingtonhurst's work forecast and the Partnership Agreement which was established to change the basis of how the grant is to be paid i.e. moving from a grant based broadly on the number of electors to one that recognised essential work to be done by the Parish Council in the Village. The Compensation Grant claim, based on the SLA, for 2013/14 is approximately £44,000.

**12. 🖐️ Resolved: Approved** the Doddingtonhurst Parish Council Service Level Agreement (SLA), as defined in 11 above.

**13. Information:** Nature Trail repairs - Quotation for improvements to the Nature Trail received at £225. Borough Cllr Roger McCheyne is to establish if his Borough Council small project fund of £1300 can be used for this work and to also cover the cost of play area safety play-chip replacement. If so, what the process is for claiming the funds by the Parish Council.

**14. Information:** Noted Christmas Buffet arrangements - to do list.

**15. Other urgent information** (No council actions/letters/undertakings permissible on this item).

### The meeting closed at 22.00

Minutes signed:

Date: 6<sup>th</sup> Dec 2012

#### Comments in public session:

Councillor Roger McCheyne is to contact Enterprise Inns over the poor state of maintenance of the land in front of Ashley Peck. Enterprise Inns are believed to be the freeholder for both the Willow and the adjoining property rented by the Estate Agent Ashley Peck.

Cllr Keith Parker confirmed that a metal plate had been laid over a hole that had developed in the pavement on the north side of Church Lane between Barn Mead and its junction with Doddingtonhurst Road. It was believed that the hole was the result of a water leak. Other long running water leaks in Mountnessing and Outings lane we also reported.

The meeting was attended by one member of the public.