

## Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 2nd June 2011, Parish Room, (adj. Village Hall), Church Lane, Doddinghurst.

**Present:** Cllrs. Mrs A Richards (Chairman), Mrs J Le Page, Mr G Smith, Mr A Farrow, Mr A Smith, Mr C Enderby, Mrs D Rogers-Harrison, Mr G W Bateson. County and Borough Councillor Anne Naylor, Borough Councillor R McCheyne.

1. **Apologies for Absence.** Received from Cllrs. Mrs D Dicker, Mr. P Davenport, Mr. A Oliver. Borough Councillor Mr K Parker.
2. **Resolved.** Minutes of the meeting held on the 12<sup>th</sup> May 2011 approved and signed.
3. **Declaration of Interests from Members.** None declared.
4. **Noted: Clerk's report back on progress following the meeting of the 12<sup>th</sup> May 2011:**
  - i. 2010/11 Annual Report published and issued to BBC and posted on website.
  - ii. June 2001 Newsletter sent for publication.
  - iii. Parish Room Vacuum cleaner repaired.
  - iv. Request for Ashes interment (Hughes) revealed problems stemming from 1988, now being resolved.
  - v. CPA annual safety due in May (RoSPA) – booked in January 2011.
  - vi. Portable Appliance Testing booked in May for 9<sup>th</sup> June 2011.
  - vii. Quality Status portfolio renewal application nearing completion.
5. **Noted: Schedule of Correspondence received up to the 25<sup>th</sup> May 2011.**
6. **Financial Reports and Minutes and Feedback from Committees.**
  - a. **Resolved:** Financial Reports for May 2011 approved.
  - b. **Resolved:** Schedule of Payments for May 2011 approved and signed.
  - c. **Planning:** Noted the minutes of the meeting held 24<sup>th</sup> May 2011.
  - d. **Resolved:** Approved letter(s) to Villagers relating to the new BBC Local Development Framework.
  - e. **General Purposes:** No GP meeting held in May 2011
  - f. **Feedback from Members relating to Committees attended.** Cllr Enderby updated the committee on the progress towards a Sunday Bus Service.
8. **Resolved:** Accounting Statements approved and signed off for the Annual Return year ended 31<sup>st</sup> March 2011.
9. **Resolved:** Annual Governance Statement approved and signed off for the Annual Return year ended 31<sup>st</sup> March 2011.
10. **Resolved:** Devolved authority to Clerk for preparation and issue of planning application response letters approved.
11. **Resolved:** Approved: Neighbourhood Plan project team members as Cllrs D Dicker, A Farrow, C Enderby and the Clerk. It was noted that an initial meeting had been called for the 22<sup>nd</sup> June @ 14.00 in the Town Hall.
12. **Resolved:** Approved Queens Jubilee 2012 event organising members as Cllr Mrs D Dicker, Cllr Mrs Julia Le Page, Cllr Mrs A Richards and Cllr Mrs D Rogers Harrison. A call for suggestions on activities was made by Cllr Le Page who also tabled information on events planned for Sunday 3<sup>rd</sup> June 2012. The clash with the 1000 ship event in London was noted as was the extension of the "weekend", with the 4<sup>th</sup> and 5<sup>th</sup> June being Bank Holidays.
13. **Information:** Peartree Field – verge bollard provision. Item referred to GP committee for discussion.
14. **Other urgent information** (No council actions/letters/undertakings permissible on this item).

The meeting closed at 21.20

**Minutes signed:**

**Date: 7<sup>th</sup> July 2011**

**Comments in public session:** New Doctors Surgery: Site boundary hoarding erected in May but building works yet to commence. Swallows Cross white lining road marking carried out. Footpath 10 bridge (Outings Lane to Brook Lane) now in complete disrepair – footpath formally closed by PROW officers. Matters relating to highway kerb and verge faults, and bad reinstatement, to be carried forward. New entrance(s) onto Church Lane from Moudaire Farm and Lorro Park had been constructed.

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