

## Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 3<sup>rd</sup> March 2011, Parish Room, Church Lane, Doddinghurst.

**Present:** Clrs: Mrs D Dicker (Chairman), Mrs J Le Page, Mr G Smith, A Farrow, Mrs A Richards, Mr A Oliver, Mr C Enderby, Mr A Farrow, Mr A Smith: Borough Clrs: Roger McCheyne and Keith Parker; County Councillor Ann Naylor.

1. **Apologies for Absence.** Received from: Clrs G W Bateson, Mrs D Rogers-Harrison, P Davenport and Borough Councillor Keith Sparling.
2. **Resolved.** Minutes of the Meeting held on the 3<sup>rd</sup> February 2011 approved and signed.
3. **Declaration of Interests from Members.** None declared on agenda items.
4. **Noted: Clerk's report back on progress for the month of February 2011:**
  - i. Parish Precept request submitted to Brentwood Borough Council.
  - ii. Scout Path lights: Timer unit in Scout Hut now working but lamp unit by small car park pushed out of place and damaged again.
  - iii. Children's Play Area. Self closing gate repair ordered with completion promised for mid March 2011.
  - iv. Internal Audit to be conducted earlier than usual and booked for the 1<sup>st</sup> March 2011 – now rescheduled for end April.
  - v. Fixed Asset register updated and restated to comply with latest guidance.
  - vi. Follow up correspondence on Localism and devolution of services sent to Clr Tony Sleep following discussion with the Council on the 3<sup>rd</sup> Feb 2011.
  - vii. Allotment renewal notices prepared
  - viii. Grangewaters event advertising - website, handouts and Link magazine advert - completed. Tickets printed and booking schedule prepared.
  - ix. One Burial and one headstone provision undertaken in February 2011.
  - x. We have been advised that the CCTV contractor needs to use a Cherry Picker to install the unit which has been serviced and checked for functionality. No installation date has been given.
5. **Noted: Schedule of Correspondence received up to the 26<sup>th</sup> February 2011.**
6. **Financial Reports and Minutes and Feedback from Committees.**
  - a. **Resolved:** Financial Reports for February 2011 approved.
  - b. **Resolved:** Schedule of Payments for February 2011 approved and signed.
  - c. **Information:** Noted: Planning Committee Meeting of the 22<sup>nd</sup> February 2011.
  - d. **Information:** Noted: No GP meeting held in February 2011.
  - e. **Feedback from Members relating to Committees attended since last meeting.** The Chairman gave feedback on the uncertain future of the BBC Local Strategic Partnership following its meeting held at the beginning of February plus a Hyland House RCCE workshop on Vibrant Communities, also attended by Clr G Smith – written report provided on the latter.
7. **Resolved:** Approved, Parish Council sponsorship of the May Day event.
8. **Resolved:** Approved, no action to be taken relating to the Best Kept Village Competition entry.
9. **Information:** Noted that the Neighbourhood Plan vanguard scheme application has been submitted by Brentwood Borough Council with Doddinghurst Parish Council as the chosen partner in the application.
10. **Information:** Noted that a start date for Swallows Cross improvements has been give as the 18th March 2011.
11. **Information:** Noted correspondence Doddinghurst Road gas main leaks and repairs by National Network (Gas).
12. **Resolved:** Approved: To reject ECC proposed Verge Master style bollards in favour of timber posts fitted with reflecting surfaces to prevent verge parking by Peartree Field Entrance.
13. **Resolved:** Approved: A Parish Council sponsored Village Event relating to the 60<sup>th</sup> anniversary of the Queen's coronation Jubilee in 2012 and to advance book the Stilt Walker and Magician as employed in July 2009 Fun Day. Full details of the event remain to be planned.
14. **Resolved:** Approved a revised and restated Asset register for 2011/12.
15. **Other urgent information.** Noted new tree planting in Church Lane has been completed by BBC using more mature trees and verges had been left in a poor state in All Saints following repairs to underground service by contractors.

**The meeting was closed at 21.45**

Comments during the "Public Session". Funds for a replacement footpath for All Saints front Churchyard have been approved in the 2011/12 BBC budget. Work on the new surgery is expected to commence at the onset of the new financial year in April 2011. Coppicing activity at Parkwood had been investigated and found to be undertaken as licensed.

The meeting was attended by 3 members of the public.

**Minutes signed:**

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