

**Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 6th
December 2012, St Margaret's Hall, Doddinghurst Road, Doddinghurst, Essex.**

Present: Clrs. Mrs D Dicker (Chairman), Mrs J Le Page, Mrs D Rogers-Harrison, Mr P Arnell, Mr. G W Bateson, Mr A Oliver, Mr A Smith, Mr C Enderby, 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 A Farrow, Mr. D Potter.
2. **Resolved.** Minutes of the meeting held on the 1st November 2012 approved and signed.
3. **Declaration of Interests** from Members of any item(s) on this agenda. None declared.
4. **Noted: Clerk's report back on progress** following the November 2012 meeting:
 - i. The Village hall insurers have finally given approval for the repairs to the roof damaged by vandalism/theft. A date for the contractors to do the repair work has to be provided.
 - ii. Two ashes reopen and one new interment (plots 151) booked in November.
 - iii. CPA playchips installed and log edging repaired.
 - iv. CPA large swing shackle couplings obtained to replace existing worn units.
 - v. Basket Ball no climbing notices fixed and wall repainted.
 - vi. Sign informing people of the byelaws governing the playing fields obtained.
 - vii. Two workshops held for the Neighbourhood Plan survey teams.
 - viii. NP survey documentation updated - arising from 7 above.
 - ix. Christmas buffet invitations issued.
 - x. New Minute books obtained and a Minute book of signed originals created for the period 1991 to 2001. This completes the creation of a public minute record for Doddinghurst Parish Council from 1981 to the present day, documents which are to be kept in perpetuity.
 - xi. Byelaw sign for Parish Land ordered and to be installed near main entrance gate.
 - xii. Written to Caroline Seville re the war memorial proposals and to Robin Ekblom relating to his suggestions for a Scalectrix system.
 - xiii. Planning application responses made re meeting of the 13th November 2012.
5. **Noted:** Schedule of Correspondence received up to the 28th Nov 2012. A letter of thanks had been received from St Margaret's relating to the cutting back of shrubbery along the Doddinghurst Road near the entrance to the Hall.
6. **Financial Reports and Minutes and Feedback from Committees.**
 - a. **Resolved:** Approved the Financial Reports for Nov 2012.
 - b. **Resolved:** Approved the Schedule of Payments for Nov 2012. It was noted that approximately three quarters of the £4000 provided in grant for the Neighbourhood Plan had been expended to date and that £16,000 of grant funds remained with Brentwood Borough Council.
 - c. **Information:** Noted Planning meeting minutes of the meeting held on the 13th November 2012.
 - d. **Information:** Noted: General Purposes meeting of the 21st November 2012.
 - e. **Information:** Feedback from Members relating to Committees attended, including BBPCA. Noted draft Minutes of BBPCA meeting of the 5th December. Clr G Smith reported on the Brentwood Share Fund localism committee.
7. **Information: Precepts Update** - The fixing of precept is to be done in January 2013.
8. **Information:** Dispensations in order to permit Councillors to vote on precept changes - This is being resolved with the Monitoring Officer.
9. **Information:** Finance and Resource meeting to discuss precept - to be on the 16th January 2013 (prior to GP).
10. **Information:** To note that the next Parish Council meeting will be on Thursday 17th January 2013 in the Parish Room and the Parish Office will be closed from the 20th December 2012 to the 8th January 2013 inclusive.
11. **Other urgent information** (No council actions/letters/undertakings permissible on this item).

The meeting closed at 20.45

The meeting was followed by a Christmas Buffet attended by 30+ people.

Minutes signed:

Date: 17th January 2013