

## Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 6<sup>th</sup> March 2014, Parish Room, (adj. Village Hall), Church Lane, Doddinghurst.

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

1. **Apologies for Absence:** Cllrs Mr P Arnell and Mr D Potter; Borough Councillor Mr R McCheyne.
2. **Resolved.** Minutes of the meeting held on the 16<sup>th</sup> January 2014 approved and signed.
3. **Declaration of Interests from Members.** Cllr Farrow recorded a personal interest in Item 8.
4. **Noted: Clerk's report back on progress and from decisions taken at prior meetings:**
  - i. Burial Ground: Three ashes interment/ re-open requests received in January/ February.
  - ii. Allotments: No change.
  - iii. Fallen tree removed from main access way to rear Football Fields.
  - iv. Small car park surface repair work delayed to March 2014
  - v. Deputy Clerk interviews carried out and appointment made - Clarrie Tremain - who commenced work in February 2014.
  - vi. Planning applications record updated - currently only two outstanding a decision- see minute pack.
  - vii. Letter sent to Mrs Alix Oddy relating to ashes scattering in the burial ground.
  - viii. Request to switch to a Community account with Barclays Bank submitted and accepted.
  - ix. Discussion held with Brentwood Borough Council over incorrect invoicing.
  - x. Research into the footpath from Doddinghurst Road (opposite Middle Green) across to Budgen's Fields undertaken. Application pack for changes to the definitive map obtained. Ordnance survey record of the existence of the footpath obtained. ECC operate a fee paying service to process any application. Costs are unknown at present.
  - xi. VAT reclaimed to the end of December 2013 and payment received.
  - xii. DOFC annual account completed and submitted.
5. **Noted:** Schedule of Correspondence received up to the 25<sup>th</sup> February 2014
6. **Financial Reports, Minutes and Feedback from Committees.**

Noted the financial reports up to the end of February and budget forecast to the end of March 2014.

  - (a). **Resolved:** Approved the Schedule of Payments for January and February 2014.
  - (b) Information: Planning - Noted: updated schedules of applications received and decisions made to 6/3/2014.
  - (c) Information: GP Committee – Noted minutes of the meeting of the 19<sup>th</sup> February 2014.
  - (d) Information: Noted BBPCA liaison meeting update and agreement to cancel next BBC Parish Liaison meeting until a meeting with the Rt. Hon. Eric Pickles MP had been held with the Borough Council leader and senior officer(s) and Parish Councils.
  - (e) Information: Feedback from Members relating to Committees attended since last meeting. Cllr G Smith issued papers on the National Citizen Service Social Action Projects for 14 to 17 year olds and Essex CC Youth Strategy Groups Terms of Reference. He advised the committee of the re-focus of Essex Youth strategy with budgets reduced from £5m to £2.3m over three years with voluntary working replacing current centric units. Cllr C Enderby advised that the Bus Transport meeting had been deferred.
7. **Resolved:** Agreed that the Council would not submit an entry to the 2014 Best Kept Village Competition.
8. **Resolved:** Agreed that using its Power of General Competence (adopted July 2012) the Council would donate £2000 to the village War Memorial Fund. The Clerk is to advise the applicant and arrange payment.
9. **Information:** A dedication service for the War Memorial is planned for the 6<sup>th</sup> Set 2014 (Saturday) at 16.00 - All Saints Churchyard.
10. **Information:** The Chairman advised that a Village Fun Day sponsored by the Brentwood Youth Services would be held on the 28<sup>th</sup> May 2014 aimed at the 5 to 11 year olds in the village. Discussions were taking place on holding an event in 2015 that would have a broader age group.

**11.Information:** Brentwood Highways liaison committee. Noted that this Committee considers applications from local Councillors for new highway projects in the Borough. The fund does not cover maintenance work.

**12.☞ Resolved:** Approved, action by the Clerk to pursue recognition on the Essex definitive footpath map of an ordnance survey identified footpath that runs from the Doddinghurst Road (opposite Middle Green) to the south western corner of the Parish Council football fields where it joins Footpath 35, to an agreed budget.

**13.Information:** Neighbourhood Action team activity worksheet has been issued. Cllr Smith asked for a section of highway at the 1<sup>st</sup> sharp bend on the Doddinghurst Road, with an inadequate roadside shoulder, to be reported for action to prevent vehicles sliding into the ditch.

**14.Information:** A request for a quote for the refurbishment of the Parish Suite external doors to prevent jamming in damp weather, and internal door lock and bolt repairs, is being actioned.

**15.Information:** Date of next full Council meeting, the Annual Parish Council Meeting is Thursday 1<sup>st</sup> May 2014.

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

**The meeting closed at 22.00**

Minutes signed:

Date: 1<sup>st</sup> May 2014

Comments in public session:

- (i) Brentwood Borough has approved £50,000 for pre-emptive tree care and introduced 30 minutes of free parking in the Town Centre car parks.
- (ii) The highways in Brentwood are undergoing repair over the next 18 months and a number of road closures planned as a result. Doddinghurst Road from America Farm to Hall Lane junction is included in the work. Additionally, roads are being reclassified into three categories for maintenance purposes.
- (iii) Chris Stoneham is the highways customer service/ traffic engineer contact for the area 01279 642500 extn. 836735.
- (iv) A new Head of Planning has been appointed and the new Local Plan is progressing.
- (v) Cameras to identify fly tipping are being used in the Borough and have proven to be successful. The cameras are very cheap to procure and have legal standing when it comes to the photographs being offered as evidential material.
- (vi) Cllr Parker offered to donate a chain type fence (if required) free of charge to the war memorial.
- (vii) NHW advised that their school sessions had restarted. PCSO Kevin Sanderson had hoped to attend the meeting tonight but was called elsewhere. A planned illuminated school warning sign was still proceeding but at glacial pace. Motor vehicle theft in the area seemed to be the main issue at present with vehicles of all ages and types being targeted.

The meeting was attended by two members of the public.