

**Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 14<sup>th</sup> January 2016, Parish Rooms, Adjacent Village Hall, Church Lane, Doddinghurst, Essex.**

**Present:** Cllrs. D. Dicker (Chairman), Mr. G W Bateson, Mr. A Farrow, Mrs. Julia Le Page, Mrs. Diane Rogers-Harrison, Mr. P Arnell, Mr. D Potter, Mr. C Enderby and Mr. G Smith; Borough Councillors Keith Parker and Cliff Poppy.

1. **Apologies for absence.** Cllrs. Alan Smith and Adrian Oliver; Borough Cllr. Roger McCheyne; Essex County Cllr Ann Naylor.
2.  **Resolved.** Minutes of the meeting held on the 5<sup>th</sup> November 2015 approved and signed.
3. **Declaration of Interests from Members of any item(s) on this agenda.** None declared.
4. **Information: Clerk's report back on progress and from decisions taken at prior meetings.**
  - I. *Burial Ground: November and December have seen one full burial of William Tavener and one memorial stone added. We have had 3 other ashes interment enquiries. The exhumation enquiry is no longer proceeding, as the cost to apply was £266.40, with a high chance of the Church of England refusing to grant a faculty.*
  - II. *Allotments: There have been no significant changes.*
  - III. *Padlocks: Two sets of combination padlocks have been stolen from CPA and scout path entrance gates and have had to be replaced. The codes on all the locks have been changed.*
  - IV. *A "workshop" meeting on the Brentwood Local Development plan was attended and the latest dates for the production of the plan circulated to Councillors. A paper to explain the confusingly named "Affordable" Home, and those categories of housing classed as affordable such as "Social" and "Starter" homes was prepared and circulated to Councillors for information.*
  - V. *A Brentwood Borough Council Parish Liaison meeting was attended with the Chairman. It mainly focused on the social support agencies in existence in the Borough and the work these agencies carried out but also reviewed the template for Parish Emergency Plans.*
  - VI. *A Borough Council /Parish Council meeting was attended with the Chairman to be advised of the options being considered for the distribution of the Discretionary Grant and to be told the fact that the Borough Council is to cut the Discretionary Grant by 37% in 2016/17.*
  - VII. *The Queen's 90<sup>th</sup> Birthday Celebration Day has received a grant of £675 from the 2015/6 funds available to Cllr Roger McCheyne.*
  - VIII. *The Chairman's letter was issued to the Link magazine for publication in February 2016.*
  - IX. *The CIF fund judging panel meeting was attended by myself and the Chairman at which Doddinghurst was awarded a full grant of £20,000 (a process we abstained from), however when we received the offer letter £20,000 had become £2,000. This was queried with the grant fund administrator who simply stated that £2,000 had been recorded as the award. We appealed to Councillor Roger Hirst and as a result have now had the full award of £20,000 confirmed by Essex County Council for the CPA resurfacing project in 2016/17.*
  - X. *A letter to the last known owner of the plot of land opposite Brook Lane on the Doddinghurst Road was issued to ask if he still owned the land. No reply has been received.*
  - XI. *The company expressing an interest in the provision of a mobile phone mast by the Village Hall wanted to position their facility on the land near the Children's Play Area. They have not replied having been told that the site they had a preference for was unlikely to be acceptable and have pursued other options.*
  - XII. *The Council has been sent "The essential guide to automatic enrolment" by the Pensions Regulator and the Council's staging date is the 1<sup>st</sup> Jan 2017.*
  - XIII. *Application for a grant to fund a defibrillator and cabinet has been submitted to the British Heart Foundation. The government committed to invest £1 million to improve defibrillator availability across England.*
5. **Information: Noted: Schedule of Correspondence** received up to the 31<sup>st</sup> December 2015.
6. **Financial Reports and Minutes and Feedback from Committees.**
  - a. **Noted the Financial reports for November and December 2015.**
  - b.  **Resolved. Approved the Schedule of Payments for November and December 2015.**
  - c. **Planning Applications for November and December 2015** Noted. An appeal has been made against a planning enforcement order claiming overdevelopment relating to Belle Vue, Brook Lane. An appeal against the refusal to develop land at the rear of Woodview, Church Lane has been dismissed. The Borough Council's Local Development Plan six week consultation period is expected to be from 10<sup>th</sup> Feb 2016 to 23<sup>rd</sup> March 2016.
  - d. **Information: Feedback from Members relating to Committees attended** - See the Clerks report back at item 4 above.

7. **Information:** Borough Council Discretionary Grant Funding, LCTS Grant and 2016/7 Budget Forecast. Noted the supplementary finance pack giving audited outturn details from 2014/15 and forecast outturns for 2015/16 and 2017/18. Noted also that the Borough Council's Discretionary Grant for 2016/17 is to be cut by 37% to £8650 from £13,722. The LCTS grant will be funded by central government at £3536.99 with the Tax Base for 2016/17 set at 1163.20.
8. **Information:** CPA project funding, Grant offers and proposed 2016/7 CPA Project Budget. A Community Initiative Fund Grant of £20,000 has been awarded to Doddinghurst by Essex County Council and the Dagwood Trust have offered £6,000, both grants are towards Play Area renovation project in 2016/17. The grant applications set a project budget that requires co-funding in the range £42,500 to £48,000, depending upon the outcome of further grant applications.
9. **Resolved:** Approved: Doddinghurst Parish Council's precept request for 2016/17 of £60,886.00.
10. **Resolved:** Approved project co-funding for CPA play surface replacement in the range £42,500 to £48,000 in 2016/17.
11. **Resolved:** Approved CIF Grant Fund offer acceptance of £20,000 for use by 31 March 2017.
12. **Resolved:** Approved, with amendments to be circulated, Doddinghurst Parish Council's 2016/17 Precept Statement for publication in the March 2016 edition of the Link Magazine.
13. **Information:** Update on May Fair and Queen's 90<sup>th</sup> Birthday celebrations. Cllr Le Page issued a pro-former request sheet to enable Councillor's volunteers to run specific stalls at the event on the 12<sup>th</sup> June 2016
14. **Information:** Update on the provision of a Defibrillator for installation in the village. A bid for a defibrillator has been submitted and the result will be known at the end of March 2016. If successful the idea will be to have it installed near Budgens for ease of access. The cabinet will carry an id code and a phone number and access is obtained by calling the phone number and getting a release code for the cabinet combination lock by giving the operator the id code. A power supply may also be required to keep the unit charged.
15. **Information:** May 2016 Election and associated publicity activity - pre Purdah. Noted that Leaflets and Notices will be published around the village to encourage people to take an active interest.
16. **Other urgent information** (No council actions/letters/undertakings permissible on this item).

#### The meeting closed at 22.10

Minutes signed:

Date: 3rd March 2016

#### Comments in public session:

- (i) Concern was expressed at the problems at the Deal Tree Health Centre with booking appointments as queues are forming at 08.00 in the morning in order to get a same day appointment. The matter is being exacerbated because patients are increasingly not showing up for appointments they had made.
- (ii) The status of the provision of granite kerbing on Wyatts Green Road in the front of Chivers Farm was queried and Borough Councillors offered to find out what was being done by the Essex Highways.
- (iii) A Bell Bollard in All Saints Close has been pulled up overturned on the verge by manoeuvring lorries.
- (iv) A number of break-ins had occurred in the village and surrounding area with thieves suspected of looking for car keys.
- (v) Heavy lorries are again working at Water Works Spring Farm and the site seems to have been split into two "lots".

The meeting was attended by three members of the public.