

**Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 2nd July 2015,
Parish Rooms, Adjacent Village Hall, Church Lane, Doddinghurst, Essex.**

Present: Cllrs. Mrs D. Dicker (Chairman), Mr. G W Bateson, Mr. A Farrow Mrs. D Rogers Harrison, Mr. A Smith and Mr. A Oliver; Borough Councillors Mr. Cliff Poppy and Mr. K Parker.

1. **Apologies for absence.** Cllrs, Julia Le Page, P Arnell, G Smith, D Potter and C Enderby. Borough Cllr Roger McCheyne and Essex County Cllr Ann Naylor.
2. **Resolved.** Minutes of the meeting held on the 4th June 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: 1 new ashes plot, one new memorial plaque and one new Headstone provision. Allotment Renewals: Plot 30 has now been leased and Plot 16B leaseholder has been asked in writing to tidy the plot. Plot 12 has been overlaid with black plastic to suppress weed growth.
 - II. *Travellers visited the village again and have parked on set aside land off Days Lane on the 15th June. This is private land and therefore outside the influence of the Parish Council. Brentwood environmental team have been liaising between the travellers and the land owner and tenant to effect removal of the illegal camp. It anticipated that they will go voluntarily by the end of June 2015.*
 - III. *The Parish Council insurance has been renewed with Aviva as the underwriter, as last year, but with a £400 saving in premium.*
 - IV. *The External Audit for 14/15 has been submitted and public notices posted*
 - V. *Stage 2 Play Area refurbishment grant applications have been submitted, with more planned by September 2015.*
 - VI. *Scout path entrance gates were proving difficult to lock so the ground fixing bolt has been drilled clear of debris and is now easy to close and lock.*
 - VII. *Spare allotment plots have been strimmed and fitted with black membrane to suppress weed growth.*
 - VIII. *Footpaths have been strimmed by Cllr Farrow.*
 - IX. *Fallen trees on the around the football pitches and on the nature trail have been cleared and hazardous branches cut down.*
 - X. *CPA RoSPA assessment received.*
5. **Information:** Noted: Schedule of Correspondence received up to the 24th June 2015.
6. **Financial Reports and Minutes and Feedback from Committees.**
 - a. **Noted the Financial reports for June 2015.** Noted, the Clerk is to write to BT Director d of SME services over the service and billing issues encountered by the Parish Council.
 - b. **Resolved.** Approved the Schedule of Payments for June 2015. Noted and approved comments re
 - c. **Planning Applications for June 2015** Noted updates and the response from the Planning Department that applications for Certificates of Lawfulness were S192 category and were not a matter of subjective consultation unless there were matters of fact that need to be brought to the attention of the Planning Office. The applications for Swallows Cross Farm and the old Doctors Surgery site on Outings Lane were still under discussion.
 - d. **Information: Noted** the General Purpose Committee minutes of the 24th June 2015.
 - e. **Information: Feedback from Members relating to Committees attended** - None attended
7. **Resolution: Approved,** a budget of £6000 for improved field security as per proposed schedule of works which, among other things, involved the provision of height restrictors at all Council property field entrances. It was noted that a local tradesman had volunteered to do the installation work FOC.
8. **Information: Full Council meeting packs.** Noted that in future the meeting packs may be presented at the meeting rather than being posted/ delivered by hand. It was also noted that the rules on sending the meeting summons and agenda by hard copy were being reviewed by Government to permit email delivery. If any Councillors preferred paper copies delivered to his/her home these could be provided at any time.

9. 🖐️ **Resolution: Approved - Full Council agenda and meeting summons** will be sent by email in future and reviewed in three months.
10. 🖐️ **Resolution: Approved - Approved, a Chairman's Allowance for 2015/16 of £500.**
11. **Information: CPA Stage 2 update.** Noted that the GP committee report explained the circumstances behind a decision to convert the entire wood chip area to bonded mulch. This raised the estimated cost of the project to £60,000 but significantly reduced the risk of complications arising during implementation.
12. 🖐️ **Resolution: Approved the CPA Stage 2 Invitation to Tender Issue 2**, as a phased project (see 13 below). This would now be progressed to a full Competitive Tender.
13. 🖐️ **Resolution: Approved the CPA Stage 2 Funding Plan.** See the notes of the General Purpose committee dated the 24th June 2015. Noted that the CIF grant fund expression of interest had been accepted and that their organiser had agreed that the project (now estimated at £60,000) could be "phased into two activities one valued at £25,000 and the second at £35,000, permitting an "Awards for All" application for the £25,000 phase and a CIF application for the other phase. In total six grant funding applications would be submitted by September 2015. The final grant funding available would not be known until November 2015.
14. **Other urgent information** (No council actions/letters/undertakings permissible on this item)

The meeting closed at 21.45

Minutes signed:

Date: 3rd Sept 2015

Comments in public session:

- The Travellers had left the site off Days Lane which was now a sea of rubbish and fly tipping. It was felt that reparation for littering by Travellers should be sought wherever this occurred.
- Ward Budgets at £675 per Borough Councillor had been set and proposals sought. The use of battery powered cameras to survey gate accesses could be such a project.
- The major posts at the Borough Council had been filled and the budget balanced.

The meeting was attended by no members of the public.