

Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 5th November 2015, 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, Mr. A Smith, Mr. A Oliver; Mr. P Arnell, Mr. D Potter, Mr. C Enderby and Mr. G Smith; Borough Councillors Roger McCheyne, Cliff Poppy and Essex County Cllr Ann Naylor.

1. **Apologies for absence.** Cllr. Diane Rogers Harrison, Borough Cllr. Keith Parker.
2. **Resolved.** Minutes of the meeting held on the 3rd September 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: There were no internments for September and October.*
 - II. *Allotments: There have been no changes. However there have been complaints regarding the lack of deer fence and the trees on the right hand side of the allotment and the shade created.*
 - III. *CPA Tenders for resurfacing work: Tender offers received from two of three companies invited to bid. The cost for the work was 30% higher than anticipated and unaffordable in the timescale, so at the 3rd September 2015 meeting the project was deferred for a year to enable additional funds to be raised.*
 - IV. *Several complaints received from residents about potential building work on land next to Tudor Lodge in Brook Lane so a "report of unauthorised development" was raised on the 13th October as the land is Green Belt and no planning application exists for any change of use on the site. The BBC Planning Officer visited the site and has arranged a meeting with the owner to discuss a Planning Application as the work done so far requires planning permission.*
 - V. *Height Restrictor installations were completed on three entrances: Peartree Playing Field; Scout Path access; Village Hall field access. Three steel posts have been installed at the rear of Peartree Field where walkers have made an opening in the hedge from Dagwood Lane.*
 - VI. *A grant application for the Queen's 90th Birthday Celebration Day is in progress with the Essex Community Foundation. This source of funding was recommended by Beverly Davies who has managed a variety of Essex grant fund operations.*
 - VII. *The Essex CC Bus consultation proposing the abolishment of the 898 "Queen's" Hospital Bus service has been responded to with an objection as well as the policy statement that omitted rural services from any level of priority for hospital access.*
 - VIII. *The Autumn Newsletter was published in the Link magazine.*
 - IX. *Doddinghurst Parish Council's external audit report for 2014/15, submitted in June, was returned signed off with no comments. Notices of the completion of the audit have been posted and the financial statement published on the website.*
 - X. *A VAT refund application for the half year April to Sept 2015 has been submitted.*
 - XI. *Repairs to Parish Room lights and replacement of Fire Alarm batteries carried out.*
5. **Information: Noted: Schedule of Correspondence** received up to the 28th October 2015.
6. **Financial Reports and Minutes and Feedback from Committees.**
 - a. **Noted the Financial reports for September and October 2015.**
 - b. **Resolved. Approved the Schedule of Payments for September and October 2015.**
 - c. **Planning Applications for September and October 2015** Noted. The Borough Council planning notification scheme has been undergoing changes on an ad hoc basis over the past few months. The printed weekly list is now being replaced with a tailored weekly email of planning activity relevant to the Parish for the period and the web planning portal remains in place for detailed analysis. The Borough Council have released the latest timetable for the Local Development Plan as: draft consultation Jan to March 2016; Consultation response and submit final plan Oct to Dec 2016; Public Examination of the Final Plan Jan to March 2017; Adopt Final Plan April to June 2017.
 - d. **Information: Feedback from Members relating to Committees attended** - Two Members and the Clerk attended a workshop held by the Planning department on the Local Development Plan on the 30th September. No details about the content of the LDP emerged.
A Bus Club meeting was held on the 5th Nov to schedule trips through 2016. The funds stand at about £800 and one driver withdrew from scheduled trips leaving three drivers using BCT Buses and the Blackmore PC Bus to drive in 2016.

7. **Information: Celebration Day for the Queen's 90th Birthday.** The Village Hall has been booked for the 12th June 2016 as are all the stalls and entertainment. This year the Met Police Band had been engaged as the Fairlop Brass band were unavailable. The WI are organising the Cream Teas and a coconut shy stall is being provided by Peter Salmon. There will also be stalls from All Saint's and St Margaret's, plus a "Duck" and a Lucky Dip stall are planned. The Village Hall car park will be closed as the space is needed for organisers and entertainers. Cllr Le Page asked for councillor volunteers to assist in "2 hour shifts" on the stalls where needed. A detailed programme is to be published in the Link in the New Year. Essex Community Foundation have advised that they have no grant stream for this type of activity. The BBC grant adviser is being consulted to establish if there are other options. Cllr Roger McCheyne confirmed that his grant of approx. £675 for 2015/6 could be used for the event in June 2016, as requested by the Parish Council.
8. **Information: Doddinghurst Parish Council Elections 2016.** The Chairman thanked Peter Fisk for helping to set up a stall to raise awareness of the elections with leaflets about the work of the Parish Council. An article in the last issue of the Link had yielded just one enquiry but this did not turn into firm interest. The Chairman is to remind residents of the election in her New Year's letter and a poster campaign is to be run in the period prior to purdah (Purdah commences on 2nd April 2016). Councillors were asked to identify any resident whom they feel would make a good candidate and who might be willing to stand.
9. **Information: Parish Council Christmas Buffet.** An invitation is to be sent to the regular attendees and this year the event is open to any resident who might be interested in becoming a Councillor. A schedule of the food to be provided is being sent out by Clarrie Tremain.
10. 🖐️ **Resolved: Approved the provision of a defibrillator** for the Village Hall/Parish Rooms at approx. £685. The location of the machine remains to be finalized.
11. 🖐️ **Resolved: Approved action relating to Mobile services** 4G and phone 16m mast provision. The Clerk was asked to continue detailed discussions with Site Solutions over improved Cellular services to the village to fully understand the offer being made. Before any commitment was made the Council wished to carry out its own Village Consultation when the facts were clearer and the proposal understood.
12. 🖐️ **Resolved: Approved: Recommended action to close the "Stop the M12"** committee and distribute funds to the contributing Brentwood Borough Parish Councils on a formulae to be agreed by the BBPCA.
13. 🖐️ **Resolved: Approved the letter** to resident of 1 Park Meadow relating to hedge maintenance.
14. **Other urgent information** (No council actions/letters/undertakings permissible on this item).

The meeting closed at 22.00

Minutes signed:

Date: 14th January 2016

Comments in public session:

- Extensive building work at "The Leys" Brook Lane - does it need planning permission?
- A "Keep Safe" against burglaries and scams campaign is underway to raise awareness of the increasing sophistication of phone calling tricksters and other scams.
- The Post Office consultation closes on the 6th November 2015. It seems likely that a new convenience store will open on the Doddinghurst Road site in the New Year after the Post Office has moved to Budgens.
- The new Weald Park "Stick Man" installation used wood chips as the safer surfacing so why does the PC need to replace its wood chips with expensive alternatives?

The meeting was attended by two members of the public.