

**Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 6th November 2014,
Parish Rooms, Adjacent Village Hall, Church Lane, Doddinghurst, Essex.**

Present: Cllrs. Mrs. D. Dicker (Chairman), Mr. Alan Farrow, Mr. G W Bateson, Mr. Alan Smith, Mrs. D Rogers Harrison, Mrs. Julia Le Page, Mr. A Oliver, Mr. P Arnell; County and Borough Cllr Mrs. Ann Naylor; Borough Councillor Mr. R McCheyne.

1. **Apologies for absence.** Cllrs Mr. D Potter, Mr. G Smith and Mr. C Enderby and Borough Councillor Mr. Keith Parker.
2. **Resolved.** Minutes of the meeting held on the 4th September 2014 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 meetings from the previous meeting.
 - i. Three ashes interments involving re-opening of existing plots, and one new double interment has taken place.
 - ii. The Children's Play equipment tender adjudication has concluded and the contract has been awarded following the outcome of a vote of a Council meeting called specifically to determine the matter on the 10th September 2014. All four bidders have been notified of the outcome as relevant to themselves. The successful bidder was Park Leisure and a discussion on details of the next steps was held with their representative, Steve Elliott, on the 17th September. The colour schemes for the toddler and junior major play components have been agreed after internal discussions and the contractor advised. The initial deposit has been paid and installation, subject to weather, is expected to commence on the 10th November 2014. An announcement has been posted in the Link magazine as part of the Parish Council Newsletter and is due to be published at the beginning of November 2014. The CIF grant and VAT relating to the project spend will be reclaimed in either December 2014 or January 2015 when all the invoices are available. A schedule of work for the second phase of redevelopment of the Play Area will be prepared for approval by the Council in January 2015.
 - iii. A temporary repair to the toddlers play world was carried out as one of the ramps had been damaged. The CPA pathway has been cleared of weeds and path edges cleared of overgrowing grass.
 - iv. A Borough Council discretionary grant meeting was held on the 11th September with Ashley Culverwell to discuss Doddinghurst Parish Council's 2015/16 grant claim. Yet again the Borough Council asked for full details of all planned expenditure and yet again this has been a time consuming and fruitless exercise since the Borough Council have decided to reduce the grant to zero over three years with 20, 20, 20 and 40 percent cuts starting in 2015/16. Finally, the Localisation of Council Tax Grant is unlikely to be known until late December 2014.
 - v. A letter to the Police and Crime Commissioner was sent regarding the incursion of Travellers on Peartree Green at the end of July and the inertia of the Police over the matter. A reply was received on the 9th October and included in the minute pack for information.
 - vi. After a long and delayed process the ability to pay bills/invoices by Barclays Bank Transfer (Fast Payment) has been achieved. Most of the delay occurred because Barclays lost the original paperwork and then took weeks to admit the fact. A further complication revealed itself in that the Tandem arrangement set up 12 years ago (when interest rates were good for savers) that automatically moves funds from the Savings account to the Current account to maintain £300 in the current account doesn't work for BAC's transfers - the system only works for cheques - staff at the Bank didn't seem to know this until it rejected a payment. I can manually transfer funds into the current account from the savings account and pay a BAC's transfer on the same day but any future dated transfer over £300 will fail due to "insufficient funds". A BAC's transfer from the Savings account is not possible. The solution is to transfer all Business Saver account funds into the Barclay's Community account and close the Barclays Business Saver account. Reserve/Contingency funds can then be placed in the Santander Business Reserve account paying 0.1% against Barclays Business Saver account of 0.05%. You will also get a much clearer current account statement from Barclays as a result.
 - vii. The Borough Council were in serious delay in field cutting throughout the summer. The mounds, playing fields and other areas became very overgrown despite reminders and requests to do work being sent to them. In the event they spent three days with inadequate equipment cutting the Football fields for the start of the season and left Peartree Field to become quite overgrown.
 - viii. A quotation from MDL for field and hedge cutting has been obtained. See the quote and clarification email in minute pack
 - ix. An agreement with the Freeholders of Peartree Field has been made over the repayment of unclaimed rent following the owners missed lease fee renewal in 2011.
 - x. The external door to the Parish Room and the door to the main corridor have been stained and sealed to try and limit winter problems with swollen woodwork.
 - xi. The NAT's team cleared Peartree pond edging, the Dagwood/ Place Lane triangles, and weeds on the bike rack area outside Budgens Store.

5. **Information:** Noted: Schedule of Correspondence received up to the 21st October 2014. Noted, the national consultation on a pay rise of 2.2% for Council staff. Noted the response from the Police and Crime commissioner. The Council directed the Clerk to follow up with a letter to the Police and Traveller liaison officer to establish what advice they gave the Police over the incursion on Peartree Field at the end of July and raise the concerns over the apparent use of a fire brigade key to gain access and the ramifications this has for safety and security nationally.
6. **Financial Reports, Minutes and Feedback from Committees.**
- Noted:** Financial Reports for September and October 2014
 - Resolved. Approved and signed** the Schedule of Payments for September and October 2014.
 - Noted and approved** comments re Planning Applications for September and October 2014. Two further application had been received 14/01171/FUL and 14/01142/FUL but required no comment.
 - Information: Feedback from Members relating to Committees attended since last meeting.** As recorded at 4 (iv) above the 2015/6 discretionary grant meeting had been held with Brentwood Borough Council. The Brentwood Community Committee met on the 21st October but the proposed series of grant cuts of 20/20/20/40 percent over the next 3 years was not approved and alternative plans are to be considered.
7. **Information:** CPA update. Work on site is scheduled to start on the 17th November 2014. Notices of closure will be posted in advance and users of the small car park notified as well as those people needing access to the Scout Pathway. A container is to be located in the small car park and the play area secured with Haras fencing. The work is expected to take 4 to 6 weeks depending on the weather. A meeting with the area supervisor is planned at the commencement of work to discuss the setting out of equipment.
8. **Information:** CPA Stage 2 of the Play Area upgrade. In January 2015 a schedule of work for the second stage of the work will be issued to agree the scope of work to be undertaken prior to estimates and funding being sought. Some seating in the Play Area may be provided in advance if funding for small projects becomes available from Borough Council grants.
9. **Information and Resolution:** To approve action relating to Grass Cutting/ MDL Quotation. A quotation for playing, recreation and uninterred areas of the burial ground grass cutting has been obtained. **Resolved. Approved** the acceptance of the quotation with effect from the next financial year (2015/16). The Clerk is to liaise with relevant parties, including the Football Club who may wish to take on the white lining and slit/rolling of the football fields themselves.
10. **Information:** Proposed Donkey Derby in 2015. A committee is being formed to work out if a Donkey Derby/ Fun Day is possible in July 2015. Insurance and how any funds raised will be distributed were under discussion. A group of councillors have offered their services (as individuals) in the provision of teas and snacks. No funding requirement from the Parish Council is expected.
11. **Information:** Christmas Buffet arrangements for 4th December 2014. Last year's list of invitees was reviewed and the vitting list confirmed.
12. **Other urgent information.** None raised

The meeting closed at 21.40

Minutes signed:

Date: 15th January 2015

Comments in public session:

- The meeting was attended by three members of the public.
- The question of landfill at Waterworks spring was raised and Susan Armstrong at Essex County Council was identified as the individual to contact. Dagwood Lane and its ditches are being damaged by the excessively sized lorries accessing Water Works Spring Farm.
- The Rectory in the village is expected to be occupied from February 2015.
- A 20mph advisory speed limit sign near the Church Lane pedestrian crossing is awaiting fittings to complete the work.
- Minor crime is being reported in and around the local villages and a "street meet" with the police to discuss any concerns is scheduled for Wednesday at 10.30 to 11.30 in the Village Hall car park.
- The replacement of Gas supply pipes by National Grid in Barn Mead is causing some residents severe problems, with no-one in National Grid taking responsibility for co-ordinating the work. Following works to reline existing gas mains and reconnect new final supply pipes to premises some residents are being told they have a gas leak on their property and are being left to sort it out themselves. In order to avoid doubt over responsibility it is recommended by the resident reporting the problems that homeowners have a pressure test conducted on their domestic pipework before National Grid come to connect the new service pipe.