

Minutes of the Meeting of Doddinghurst Parish Council General Purpose Committee held at 19.30 on the 14th June 2023 in the Parish Room, (adjacent Village Hall), Church Lane, Doddinghurst, Essex, CM15 0NJ

Present: Cllrs. J. Le Page, R. McCheyne, D. Potter and D. Rogers-Harrison

Also present: Mrs C. Fuller (Clerk/RFO)

1. Appointment of Committee Chairman

👉 **Resolution:** To appoint Cllr. Potter as Chairman for this meeting.

👉 **Resolution:** To appoint Cllr. G. Smith as Chairman for the current civic year.

2. Apologies for absence: Cllrs T. Brooks, P. Arnell & G. Smith

3. Declaration of interests relating to items on the agenda: None.

4. 👉 Resolution: Minutes of the meeting held on 15th February were approved. It was noted that the meeting scheduled for 19th April did not go ahead as it was not quorate.

5. Public Participation: None present.

6. Information: Update on activities undertaken since 15th February meeting.

a) Play Area

- Bi-monthly inspection report identified no high or medium risk issues.
- Chipping are still being sourced for the walkway between the recreation ground and football field.
- Two bags of empty bottles were removed from the nature trail area.

b) Burial Ground

- Visit awaited from Robbie Wilks regarding loose headstones in the ashes section. He will fix one headstone and, if suitable, will quote to stabilise the rest.
- The unauthorised decorations on a grave plot have been removed.

c) Allotments

- Inspections were carried out on 6th June by the Allotment Committee. Most plots are in good order.
- One person is on the waiting list.
- The leaking water tank is scheduled to be repaired.

d) Parish Office/Parish Room

- One quote to refurbish the gents' toilet has been received. A second has now been received and will go to the full council for decision.
- New doorbell for the front door has been purchased and is due for fitting.

e) Trees

- New trees planted by Brentwood Council have been fitted with water bags. The scouts have been asked to water them with 'grey' water.

f) Land Management

- One quote to replace the broken slabs at the entrance to Peartree Field has been received. A second quote is being sought. The broken slabs have been removed as they were considered to be a trip hazard.

g) Planters

- The six planters owned by the Parish Council will be planted up shortly.

7. Items for Resolution

a) Building Security

✋ **Resolved** to obtain a quote to install CCTV and a non-monitored alarm. The Clerk reported that KJF Electrical would provide a quote.

b) **'The Hump', Children's Play Area**

It was noted that Broadmead Leisure had filled the top of the hump where there was exposed concrete but this is a temporary measure.

✋ **Resolved** to add one metre of soil on the top and re-seed.

c) **Tree Survey**

✋ **Resolved** to approve the works identified in the annual tree survey by Prince Arboriculture Ltd – works to seven trees at the cost of £1,080 plus VAT. Works to be carried out outside of the bird nesting season.

d) **Strimmer**

✋ **Resolved** to purchase a strimmer for general use. Model chosen was Hyundai Cordless 40v Li-ion 2 x battery and charger garden grass strimmer bundle at the cost of £231.64 plus VAT.

8. Information Items

- Obtain prices for fitting security grills to office and parish room windows.
- Bridge on footpath behind the cemetery requires attention. Clerk to report.

The meeting closed at 20.15

Minutes signed:

Date: 11th October 2023