

**Minutes of the Meeting of Doddinghurst Parish Council held on Thursday 6th July 2023 at 19.30
in the Village Hall, Church Lane, Doddinghurst, Essex, CM15 0NJ**

**Present: Cllrs. Mrs D. Dicker (Chairman), Mrs D Rogers-Harrison, Mrs. J Le Page, Mr G Smith,
Mr A. Smith, Mrs T. Brooks and Mr P. Arnell**

**Also Present: Mrs C Fuller – Clerk/RFO
Mrs A Davies – Deputy Clerk
Borough Councillor C. Poppy**

1. Apologies for Absence

Apologies received from Cllrs. R. McCheyne, M. Capon and D. Potter.

2. Declaration of interests in items arising on the agenda

None.

3. 🖐️ Minutes of Parish Council Meeting on the 8th June 2023

Approved and signed as a correct record.

4. Clerk's Report

- Total funds held as at 29th June 2023 = £157,939.07
- Bank signatory changes for Santander are still pending.
- Bank Signatory changes for Barclays Bank have been completed.
- Parish Office – Second quote for the gents' toilet refurbishment has been received and will be presented at a later meeting, Clerk's laptop has been updated, guest wi-fi with password has been set up in the Parish Room.
- Risk Assessments for 2023 are underway.
- Recreation Ground – ROSPA inspection has taken place and an order for works has been placed with Broadmead Leisure.
- Training – The Clerk attended Planning Training at the EALC on 10th June (taking the place of Cllr. Capon who was unable to attend), the Clerk and Deputy attended a catch-up session on the new Scribe Allotment package, the Clerk attended Scribe Accounts Reserves & Budget on 29th June.
- Annual Return – all AGAR papers were submitted to PKF Littlejohn to meet the deadline.

5. 🖐️ Financial Reports

Noted and approved:




- a) Financial Reports for June 2023
- b) Schedule of Payments & Receipts for June 2023

6. Public Participation

Cllr Poppy reported that the new Environment Committee is debating re-wilding verges and invited the Parish Council to write in with any comments. Members asked the Clerk to write in objection to the proposal.

7. Feedback from Committees

- a) Planning Committee – 29th June 2023

- i)  **Resolved** at the recommendation of the Planning Committee to delegate to the Planning Committee responsibility to research and progress the placing of the Parish Council's lands in trust to secure and protect them for the future.
- ii)  **Resolved** at the recommendation of the Planning Committee to allocate a budget for legal advice to achieve the above.
- iii)  **Resolved** at the recommendation of the Planning Committee to join the Rural Community Council of Essex at the cost of £60.50 + VAT per annum.

The Chairman reported that the BBC Planning Committee met on 27th June to determine the Land South of Baskevyns application (22/01734/FUL) and had granted planning permission. The Chairman had spoken objection to the application and was disappointed that it had been approved, and was also disappointed at the lack of support of the Parish Council's views from the Borough Councillors.

Note: At the following meeting on 7/9/23 it was agreed to add the following:
Cllr Poppy explained why the Borough Councillors could not support the Parish Council's objection to the planning application.

- b) General Purposes Committee – 14th June 2023
- c) Allotments Committee – 28th June 2023
- d) Feedback from members relating to other meetings attended.
 - i) EALC Planning Training 10th June (Clerk)
 - ii) BBPCA 12th June (Chairman & Clerk) Members noted that the Mayor of Brentwood offered to attend any Parish Council meetings, but did not take up the offer at this time.
 - iii) Coffee with Cops 15th June. The Chairman was disappointed that only three councilors and one member of the public attended.
 - iv) Armed Forces Flag Raising at BBC 19th June (Chairman)
 - v) Youth Project Meeting 2nd July (Cllrs. G. Smith, J. LePage and the Chairman). Notes of the meeting were circulated to members. Cllr. Brooks indicated that she would like to be involved in future discussions.
- e) The Chairman reported that she had been invited to a Zoom meeting with Alex Burghart MP on 7th July. She will raise concerns about the police, the NHS and highways.

8. **Planning Update**

Noted

9. **Committee Membership**

- a) Noted that Cllr. R. McCheyne has resigned from the Planning Committee following his appointment to the BBC Planning Committee.
- b) Members were invited to fill his place on the Planning Committee but none came forward.

10. **Banking**

Resolved to open a Unity Trust Bank account with a view to conducting the Parish Council's day to day banking from it instead of Barclays Bank. To retain the Barclays Business Premium Account and to ultimately close the Barclays Community account.

11. **Building Security**

Resolved accept the quote from KJF Electrical Ltd to supply and fit an alarm system for the Parish Office and Parish Room at the cost of £878.35 + VAT. No CCTV to be fitted at this time.

12. 🖐️ Gigaclear

Resolved to obtain further information on the offer by Gigaclear for a free broadband service for one year, and to bring the item back to the Council at the September meeting.
Cllr G. Smith to action.

13. 🖐️ Village Planters

Resolved to give a voucher as a token of appreciation where appropriate to the volunteers who water the village planters. Clerk to decide the value and type of the vouchers.

14. Parking in Church Lane

The Clerk reported on two complaints by residents on obstructive parking in Church Lane and also on late night noise from the Kirvan Kitchen. Cllr. Poppy offered to correspond with the residents and the Clerk will pass on his email address to them.

15. Information

- a) Next Planning Committee will be on 27th July.
- b) Next Council meeting will be on 7th September.
- c) Cllr. LePage reported that the last Wellbeing Hub Lunch is due to be held soon and asked that the Parish Council donates a sum to cover, or contribute towards, the cost. £200 was suggested. As this was not an agenda item it was agreed to include this on the September agenda.

The meeting closed at 21.30

Minutes signed:

Date: 7th September 2023