



Doddinghurst Parish Council

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Parish Office (adj. Village hall)

Church Lane, Doddinghurst,

Brentwood, Essex CM15 0NJ

website: www.doddinghurst-pc.gov.uk

Members of Doddinghurst Parish Council are summoned to attend a

PARISH COUNCIL MEETING

to be held on

Thursday 3rd July 2025 at 19.00

in the Parish Room, Church Lane, Doddinghurst

THE MEETING IS OPEN TO PRESS AND PUBLIC

Caroline Fuller

Clerk & RFO, Doddinghurst Parish Council

26th June 2025

AGENDA

1. **Apologies for Absence**
2. **Declaration of interests** in items arising on the agenda
3. 🖐 **Minutes of the Annual Parish Council Meeting held on the 29th May 2025:** To approve
4. **Public Participation:** Borough Councillors, County Councillors and members of the public to be invited to speak for up to 3 minutes each.
5. 🖐 **Co-Option** **APPENDIX 1**
To invite the applicant to speak in support of his application and for questions/answers.
6. 🖐 **Exclusion of Press & Public:** In view of the confidential business to be transacted.
Public Bodies (Admissions to Meetings) Act 1960.
7. To discuss the co-option application
8. 🖐 **Exclusion of Press & Public**
To allow press & public to return to the meeting
9. 🖐 **Voting on Co-Option**
10. **Clerk's Report** on progress and from decisions taken at prior meeting **APPENDIX 2**
11. 🖐 **Financial Reports** **APPENDIX 3**
 - a) To approve the Bank Reconciliation to end of June 2025
 - b) To approve the Schedules of Payments & Receipts for April, May & June 2025
12. **Feedback from Committees and Other Meetings**
 - a) Parish Passenger Transport Meeting 4th June
 - b) BBPCA 19th June

- 13. 🖐️ Grant Application - £3,000** **APPENDIX 4**
To consider granting £3,000 to the Village Hall for the purchase of an air conditioning unit as the existing one needs to be replaced.
- 14. 🖐️ Tree Survey** **APPENDIX 5**
Annual Tree Survey has been carried out by Prince Tree Surgery Ltd. To consider carrying out the works as recommended. Total cost to the Parish Council as shown on Quote No. 22030.
- 15. 🖐️ CCTV** **APPENDIX 6**
To consider purchasing two additional CCTV cameras and replace hard drive disk, to cover the children's play area and the Recreation Ground. Cost = £1,161.25 + VAT.
- 16. 🖐️ Proposed Signs on Open Spaces to Deter Motorcycles** **APPENDIX 7**
Request from a resident
- 17. 🖐️ Grass Cutting Contract** **APPENDIX 8**
To consider two quotes for grass cutting.
- 18. 🖐️ Review of Fees** **APPENDIX 9**
a) Cemetery
b) Parish Room Hire
- 19. 🖐️ Review of Council Policies**
a) Standing Orders
b) Financial Regulations
- 20. Planning** **APPENDIX 10**
a) Update
b) 🖐️ New Planning Applications
i) Reference: 25/00568/PNCOU
Development: Class R Change of Use of an agricultural building to Class B8 (Storage or Distribution) flexible commercial use of the Schedule to the Use Classes Order.
Address: Dagwood Farm, Warren Lane, Doddinghurst
ii) Reference: 25/00567/HHA
Development: Single storey ground floor part front, side and part rear extension.
Address: 4 Barn Mead, Doddinghurst
iii) Reference: 24/01362/FUL
Development: Demolition of existing dwelling. Construction of detached, single storey dwelling with associated parking and amenity space
Address: The Oaks, Warren Lane, Doddinghurst
iv) Reference: 25/00529/HHA
Development: Proposed single storey rear extension
Address: 67 The Gardens, Doddinghurst
- 21. Other Urgent Information** (No council actions /letters/undertakings permissible on this item)
Business not requiring a resolution/ action.
a) To note that the next Parish Council meeting will be on 4th September.
b) Letter from CEO of the Essex Association of Local Councils regarding future plans.