

Draft Minutes of the Meeting of Doddinghurst Parish Council General Purpose Committee held at 20.00 on the 12th February 2020, Parish Office (adjacent the Village Hall), Doddinghurst Road, Doddinghurst.

Present: Cllrs: Alan Farrow (Chairman), Gerry Smith, Julia Le Page, Phil Arnell

1. **Apologies for absence:** Cllr: David Potter, Diane Rogers-Harrison
2. **Declaration of Interests relating to items on the agenda.** None
3. **👏Resolved:** Approved, the minutes of the GP meeting of 17th October 2019.
4. **Information:** Update on activities undertaken since last meeting:
 - a) Burial Board – Headstone Administration fee and Transfer of Deed of Grant Fee were revised following decisions made at the last Burial Board. Burials: Re-open ashes 5, New ashes 2, no new full burials and one re-open burial. Agenda Item.
 - b) Allotments – 2 full plots and 7 half plots available. Allotment Committee met February 4th 2020
 - c) Children’s Play Area – Basket swing was repaired and Broadmead Leisure will be repairing the wet pour around the roundabout when the weather improves as agreed at the last meeting.
 - d) The Football Contract with Blackmore Youth was agreed at November Full Council and contract signed by both parties.
 - e) Risk assessments were completed.
 - f) Emergency lighting unit in Parish Corridor failed the 2hour test and has been replaced together with the emergency lighting test switch in the Parish room.
 - g) After spending some time exploring options for a replacement website provider, we were eventually informed by Cambridge Open Systems and EALC that DPC website content could be transferred from essexinfo.net to e-Voice.org.uk by Cambridge open systems who hosted essexinfo.net and a number of other websites. The transfer has now been completed at no cost to DPC other than the time involved.
 - h) Refurbishment of Parish Office Toilets – the invitation to quote signed off by Full Council in January has now been sent out to six local builders, one has been to visit.
 - i) Footpaths and Bridleway - Footpath 10 and Footpath 7 (fallen tree) issues and Peartree Pond chain sawed tree have been logged with ECC together with a resident’s request for improved signage at entrance to Bridleway on Solid Lane. NATS team are very kindly removing the sawed down tree from Peartree pond and the incident is logged with the Police as criminal damage (estimate needed)
 - j) Quote obtained for replacing nine Peartree Pond wobbly wooden posts and improving the access from Peartree field to Footpath 35– see agenda item.
 - k) Prince Tree surgery will be starting work on 3rd March following sign off by Full Council in January.
 - l) Bakers of Danbury are now scheduling the Village Sign maintenance as per the quote signed off by Full Council in January. They will check the frame when removing the sign as requested and we can review if further maintenance as they advise may be required at that point.
 - m) Police meeting took place on 5th December 2019 and next one is 4th March 2020
 - n) The NATS team were in last week and have completed the requested work.
5. **Information and 👏Resolved:** The findings in the Play Area Report received in January 2020 were reviewed. The quality of the report was questioned and it was decided that Councillor Smith and the Clerk would meet with Brentwood Borough Council to discuss further.
6. **Information and 👏Resolved:** The Burial Board discussed and agreed that the fees for the purchase of exclusive rights of Burial will remain at the current rate for residents and non-residents of the Parish for the year 2020/21. The revised Grant Renewal Policy was signed off.
7. **Information and 👏Resolved:** The Burial Board discussed the quote obtained from a stonemason for securing any loose memorial stones with frost proof mortar and a meeting will be arranged with the Stone mason. In the meantime, Cllr. A Farrow will test an alternative solution using wooden pegs.

- 8. Information and 🖐️ Resolved:** The quote for replacing the posts around Peartree pond was discussed and it was decided to reduce the cost by leaving the concrete around the existing 9 posts and planting the new posts in between. (the quote for doing this was subsequently reduced from £80 per post to £60 per post). It was decided to review the footpath maintenance in 3 months time.
- 9. Information and 🖐️ Resolved:** It was agreed that DPC would follow up the letter sent to Budgens regarding the state of the kerbs in All Saint Close. A comment would also go out on the Doddinghurst Facebook Discussion Page to encourage residents to look after the grass kerbs.
- 10. Information and 🖐️ Resolved:** Councillors reviewed the quote received for replacing the sign in the Allotments and decided against replacing the large sign in favour of a small sign on the allotment gate stating 'Private' All allotment holders are given a copy of the rules and a copy could be put inside the allotment shed. Quotes to also be obtained for a small sign to go on the new posts around Peartree pond and a sign to be attached to the fence around the playground stating contact details. These are to be in the style of the green 'byelaw sign' adjacent to the small car park.
- 11. Information:** Six builders have been approached for quotes to carry out the Toilet refurbishment
- 12. Any Other Urgent Business.** None

The meeting closed at 22.00

Signed:

Dated: 2nd April 2020