

**Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday
1st November 2018, Parish Rooms, Adjacent Village Hall, Church Lane, Doddinghurst,
Essex.**

Present: Cllrs. Mrs D. Dicker (Chairman), Mr A Farrow, Mrs. D Rogers Harrison, Mr A Smith, Mrs J. Le Plage, Mr G. Smith, Mr P. Arnell, Mr A. Oliver, Mr M. Capon and Brentwood Borough Councillor Mr Roger McCheyne

1. **Apologies for absence.** Cllr. Mr D Potter, Brentwood Borough Councillors Mr Cliff Poppy and Mr Keith Parker; Essex County Cllr. Lesley Wagland
2. 🗳️ **Resolved.** Minutes of the meeting held on the 6th September 2018 approved and signed.
3. **Declaration of Interests** from Members of any item(s) on this agenda. Cllrs. Mrs D. Dicker, Mr A Farrow, Mrs. J. Le Plage, Mr A. Smith are on the Village Hall Committee but do not have a pecuniary interest.
4. **Information: Clerk's report back** on progress and from decisions taken at prior meetings:
 - a) *No burials since the last meeting and one interment booked for November.*
 - b) *Allotment meeting this week. Three full plots and four half plots available.*
 - c) *Ann-Marie has registered with the SLCC to do CiLCA and started the Training with EALC 10th October.*
 - d) *BBC Playground inspection was received on 26th September and items of moderate risk are being progressed with Broadmead Leisure.*
 - e) *Article published in October edition of the Link thanking residents for watering the planters during the summer and asking residents to put litter in the bins.*
 - f) *New bin ordered for Peartree Field to replace melted one.*
 - g) *Following Letter sent to BBC re objections regarding planning application for 97 Lime Grove, the planning application was declined*
 - h) *Alarm in the Parish Room has been disconnected as it was going off intermittently.*
 - i) *Bus Club have recruited four new drivers. Meeting booked for November.*
 - j) *Burial query progressed with Burial Board at the GP Committee in October.*
 - k) *Doddinghurst Football Pitch negotiations have progressed. Meeting between myself, Cllr Farrow and Cllr Smith and Brian Hallett, Chair of Brentwood Football Club on 16th October 2018.*
 - l) *Quotes obtained for servicing the Showers and maintaining the Pitches.*
 - m) *Parishioner has reported concerns about the Definitive Footpaths 4,5 and 7 and Landowner signs regarding Trespass. This is being investigated and will be logged with ECC.*
 - n) *Letter received from Deal Tree Surgery with request for feedback on the changes. Agenda item.*
 - o) *Parish Councillor Vacancy was notified to BBC and notice displayed advertising vacancy from 26th July until 15th August. As there were no applicants, an advert for casual vacancy has gone in the October edition of the 'Link' and on the Doddinghurst Facebook discussion page. We have had three expressions of interest – Agenda Item.*
 - p) *Police meeting with local Beat officer, Faye and her colleague took place on September 10th 2018 in the Parish Room with approx. 25 people attending. Feedback on the meeting was good. Next meeting proposed for 20th December. Agenda Item.*
 - q) *RFO has clarified shared costs between Village Hall and Parish Office – Agenda Item.*
 - r) *Cllr Lesley Wagland visited on October 6th to assess Highways issues in the Parish. Agenda Item.*
 - s) *Christmas Meeting planning, advertising and invites sent. Agenda Item.*
5. **Information:** Schedule of Correspondence received up to the 31st October 2018. Cllr. M. Capon will reply to the letter received regarding progress at Doddinghurst Junior School.
6. **Financial Reports and Minutes and Feedback from Committees.**
 - a. **Information:** Noted: Financial Reports for September /October 2018 including RFO Report

- b. 🗳️ **Resolved. Approved** the Schedule of Payments for September /October 2018.
- c. **Information:** Noted 18/19 budget preparation and request for feedback to RFO for items for consideration including feedback on the Parish Rooms Improvement Programme.
- d. **Information and 🗳️ Resolved:** Planning Applications for September /October 2018.
- e. **Information:** Feedback from General Purposes Committee of 17th October 2018
- f. **Information:** Feedback from Members relating to Committees attended since last meeting. Cllr Dicker gave an update on BBPCA meeting on 19/9/2018. Cllr G. Smith gave an update from the Youth Strategy Group regarding help in the budget for the Mental Health of Young People. It was noted that an Extraordinary Brentwood Council meeting will take place on 8th November to discuss the LDP.
7. **Information:** Essex County Councillor Lesley Wagland with responsibility for Essex Highways toured Doddinghurst with Cllr. D Dicker on 6th October 2018. 20 items were logged and will be completed.
8. **Information:** There were no applicants to the Vacancy for Parish Councillor during the period 26th July to 15th August 2018 so the vacancy will be filled by co-option and was advertised in the Link in October. A prospective candidate attended today's meeting and her application is being progressed.
9. **Information:** The Police meeting on Monday September 10th received good feedback and the next one will take place on Thursday 20th December in the Parish Room at 7pm.
10. **Information:** Noted: Doctor Wrixon's reply to the DPC letter of May 2018.
11. **Information:** Noted: Invite to Service of Remembrance at Doddinghurst Parish Church. Cllr. Dicker and Cllr. Farrow will be attending
- 12 & 13. Information and 🗳️ Resolved:** Village Hall and Parish Room shared costs were discussed. RB now has access to read the electricity meter and has started a table of electricity vs mowing costs. He will continue to monitor, as the costs are seasonal, in order to reach an annual settlement figure which can be reviewed at the end of the year. Mowing costs will be higher in the summer and electricity costs higher in the winter. It was suggested that the Parish Council support the Village Hall as recent running costs have been higher than income received and electricity will be higher during the coming winter months. Cllr G. Smith moved that DPC provide an initial grant of £1000, with a view to it being continued annually, until the Village Hall is self-sufficient. The motion was seconded by Cllr. M Capon and went to vote. The motion was approved.
14. 🗳️ **Resolved:** Newsletter was agreed and will be published in the December LINK magazine.
15. **Information:** Clarrie updated the meeting on arrangements for the Christmas buffet on Thursday 6th December in St Margaret's Hall. Cllr Smith sends his apologies.
16. **Other urgent information** not requiring a resolution: None

The meeting closed at 22.00pm

Minutes signed:

Date: 17th January 2019

The following item was discussed in the public session:

- Parishioners Lisa Pawlowski and Lucy Cummings provided a brief outline to the Council of their proposal for providing a Youth Service for Doddinghurst.
- BBC Cllr Roger McCheyne updated the meeting on the BBC Extraordinary Council Meeting that will be taking place at the Brentwood Centre on Thursday 8th November to discuss the LDP. Highways England Consultation on improvements to the M25 junction 28 at Brook Street will be taking place in December.