

**DARFT Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday  
5<sup>th</sup> March 2020, Parish Rooms, Adjacent Village Hall, Church Lane, Doddinghurst, Essex.**

**Present:** Cllr. Mrs D. Dicker (Chair) Cllrs. Mr G. Smith (Vice Chairman), Mrs J. Le Plage, Mr A. Oliver, Mrs D. Rogers Harrison, Mr A. Farrow, Mr M. Capon, Mr P. Arnell and Brentwood Borough Councillors Mr C Poppy, Mr R McCheyne; Essex County Councillor Lesley Wagland

1. **Apologies for absence:** Cllrs Mr A. Smith, Mr D. Potter, Brentwood Borough Councillor Mr K. Parker
2. 🖱️ **Resolved.** Minutes of the meeting held on the 16<sup>th</sup> January 2020 approved and signed.
3. **Declaration of Interests** from Members of any item(s) on this agenda. None.
4. **Information:** Clerk's report back on progress and from decisions taken at prior meetings:
  - a) Burials: Re-open ashes 1, New ashes 1, Re-open full burials 1.
  - b) Allotments – 3 full plots and 8 half plots available. Allotment Committee met February 4<sup>th</sup> and advert on Doddinghurst facebook discussion page has been successful in finding new holders. Renewals have gone out.
  - c) Children's Play Area – Broadmead Leisure will be repairing the wet pour around the roundabout when the weather improves as agreed at the last meeting. Cllr Smith and myself are going to meet with Brentwood BC to discuss the reports in March.
  - d) Transfer from essexinfo.net to e-Voice.org.uk by Cambridge open systems now been completed at no cost to DPC other than the time involved.
  - e) Forthcoming election has been advertised in the Link, on the Doddinghurst Facebook Discussion Page and on the DPC website.
  - f) Annual Member Training on Planning is available from BBC and they are going to advise me of the dates.
  - g) 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 and two have so far made contact.
  - h) Prince Tree surgery completing work on 3<sup>rd</sup> March following sign off by Full Council in January.
  - i) Footpath 7 – Large tree in the cemetery, adjacent to the footpath fell across the footpath on Sunday 9<sup>th</sup> February and damaged fencing in the back gardens of two houses in All Saints Close. This is not covered by our Insurance as DPC were not negligent and it didn't damage DPC property. The residents have to claim on their Insurance. We have to pay to have tree removed as ECC claim it is our responsibility so Prince have been asked to remove it when they are in on 3<sup>rd</sup> March.
  - j) Pear tree pond wobbly posts have now been replaced.
  - k) The tree that was chain sawed at Pear Tree Pond at beginning of February was reported to the Police and taken away by the NATS team for us. A resident who lives opposite has offered to fund the cost of replacing the tree although he believes that the original tree stump will shoot – Agenda item.
  - l) Kerb damage in All Saints Close. Budgens have responded to Cllr. Farrow and offered to repair the Kerb subject to ECC permission. Email has been sent.
  - m) 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.
  - n) Invites to the Parish Meeting on 26<sup>th</sup> March have gone out.
  - o) Police meeting taking place on Wed 4<sup>th</sup> March at 7pm.
  - p) The NATS team were in at the beginning of February and have completed the requested work.
5. **Information:** Schedule of correspondence received up to 29<sup>th</sup> February 2020 -noted
6. **Financial Reports and Minutes and Feedback from Committees.**
  - a) **Information:** Noted: Financial Reports for January /February 2020 including RFO Report:

i) Barclays Bank account cash funds on 24/02/2019 stood at £99,502.58p, including an uncleared cheque of £330.00 for a memorial stone. In addition, there is £18,106.96 held in the Santander Bank and £154.52 held as petty cash making £117,769.06 in total (this excludes any accrued VAT refund). Overall, the funds are down by £4,974.91 from £122,781.49 on 31st Dec 2019.

ii) The precept for 2020/21 was approved at the January 2020 meeting at £75,175.00 and was submitted and accepted by Brentwood Borough Council in January 2020. The new precept will apply a 3% increase in the Parish Council element of the Council Tax bill for Doddinghurst residents for 2020/21, raising the Band D precept from £60.63p to £62.45p per annum, and increase of just £1.77 per year.

iii) A VAT claim for the third quarter of 2019/20 has been submitted to HM Revenue and Customs for £354.40p.

iv) Quotes for items in the 2020/21 budget, e.g. repairs to the Village Sign, Peartree pond posts replacement, and the refurbishment of the toilets are ongoing. In addition, during the gales a large tree in the cemetery fell across the adjacent public footpath, blocking it, and into the gardens of All Saints residents. ECC have distanced themselves from any remedial action over the blocked footpath. Finally, a commemorative tree on Peartree Green was vandalised by being cut down, for no reason whatsoever, by a village idiot.

b) 🗳️ **Resolved:** Approved the Schedule of Payments for January/February 2020

c) **Information:** Planning Applications to 29<sup>th</sup> February 2020 noted. Clerk had enquired about a Training Course on planning for all Councillors and is awaiting dates from Brentwood Borough Council. All Councillors to notify the Clerk with any comments they have on any of the pending planning applications as listed.

d) **Information:** Noted: Draft Minutes of the General Purpose Meeting of 12<sup>th</sup> February 2020.

e) **Information:** Feedback from Members relating to Committees attended since last meeting. Reverend Ann Coleman and Cllr. G. Smith are going to liaise with the Diocese / Youth Strategy Group to review budgets available for various youth issues. Cllr P. Arnell gave an update on the latest Village Hall Committee meeting which is looking at repairing the village hall floor and upgrading the heating over summer months. Cllr Julia Le Plage is questioning some of the items on the latest Health Centre Meeting Minutes. Cllr D. Dicker and Cllr G. Smith have been invited to a meeting with the new Brentwood Borough Council CEO on 2<sup>nd</sup> April 2020. Essex County Cllr. Lesley Wagland agreed to accompany Cllr Dicker to the Transport Meeting on 16<sup>th</sup> March and the next BBPCA is scheduled for March 2020.

7. **Public Participation:** Brentwood Borough Councillor Mr C. Poppy gave an update on King Georges Playing Field Redevelopment which is planned to start at the end of March 2020 and the Brentwood Fun Day where BBC have offered to host one in Doddinghurst at the end of July 2020. Brentwood Borough Councillor Mr R. McCheyne explained that the Brentwood Local Plan has now been submitted, Essex Police are giving away Faraday bags as there has been a spate of key less car thefts locally and he had attended the Doctors meeting at Deal Tree Health Centre where 50% of appointments will now be offered online. Peter Fisk (NHW) advised that NHW have issued Coronavirus Covid 19 advice. Essex County Councillor Lesley Wagland explained that it is now most important to follow the training on the NHS Pandemic website. She also updated on how best to progress Highways issues by always logging a reference number so that they can be followed up via the buddy system; the next round of identifying potholes will begin after the elections in May; they are looking at new initiatives for replacing kerb stones and using concrete for roads. She is also involved in the local school transport issues and the 61 bus is part of the overall plan so email any issues to Cllr. Wagland
8. **Information.** Will Russell attended to update the Councillors on the latest plan that he intends to submit to Brentwood Planning Department for redeveloping Waterworks Spring Farm.
9. **Information and 🗳️ Resolved:** It was agreed that the offer by a local resident to pay for a new Pear Tree on Pear Tree Green following the recent vandalism would be gratefully accepted.
10. **Information and 🗳️ Resolved:** Councillors discussed the invite from BBC to participate in the Keep Britain Tidy Campaign from 22<sup>nd</sup> March to 13<sup>th</sup> April 2020 and decided that as the Council employs somebody to pick up litter that it could be something that others locally may wish to participate in.

- 11. Information:** Forthcoming Elections. It was noted that close of nominations is 4pm on Wed 8<sup>th</sup> April 2020.
- 12. Information:** Response to 8th May VE Day Event has been good with Cllr. D. Dicker taking lots of phone calls. BB Cllr Mr C Poppy has offered to help with transport and Parish Councillors were requested to help with meeting and greeting on the day.
- 13. Information:** Noted: Planning for the Stonley Festival on 14-21<sup>st</sup> June continues and they may approach DPC for a specific donation in the future when more detail is known.
- 14. Information:** Noted :BBC has requested to hold a Family Fun Day Event in Doddinghurst and the Clerk and Cllr J. Le Plage are meeting with BBC on 12<sup>th</sup> March 2020.
- 15. Information:** Noted: Brentwood Half Marathon will take place on Sunday 15<sup>th</sup> March 2020 and all Councillors have been advised of the route.
- 16. Information:** The next Transport Meeting is on 16<sup>th</sup> March in Brentwood and Cllr. Lesley Wagland has agreed to accompany Cllr D. Dicker as Cllr Capon is unable to attend.
- 17. Information:** Noted: The Parish Meeting will take place on Thursday 26<sup>th</sup> March 2020
- 18. Information:** Other urgent information not requiring a resolution: Cllr Dicker asked the Councillors to consider if they wish to have an end of election term meal at the end of April.

**The meeting closed at 22.00**

Minutes signed:

Date: 14<sup>th</sup> May 2020