

**Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday
5th September 2019, Parish Rooms, Adjacent Village Hall, Church Lane, Doddinghurst, Essex.**

Present: Cllrs Mrs J. Le Plage, Mrs D. Rogers Harrison, Mr D. Potter, Mr P. Arnell, Mr A. Smith, Mr G. Smith, Mr A. Farrow, Mr M. Capon; and Brentwood Borough Councillors Mr Roger McCheyne, Mr C Poppy; Essex County Cllr. Lesley Wagland


1. 🖐️ **Resolved.** In the absence of the Chairman, Cllr D. Dicker, Cllr Alan Farrow was voted by the Councillors present to chair this meeting.
2. 🖐️ **Resolved.** Cllr G. Smith was voted in as Vice-Chair.
3. **Apologies for absence:** Cllr. Mrs D. Dicker, Mr A .Oliver; Brentwood Borough Councillor Mr K. Parker,
4. 🖐️ **Resolved.** Minutes of the meeting held on the 4th July 2019 approved and signed.
5. **Declaration of Interests** from Members of any item(s) on this agenda. None.
6. **Information:** Clerk's report back on progress and from decisions taken at prior meetings:
 - a) *Burials. One re-open ashes plot completed in July. One new and two reopen ashes plots in the pipeline.*
 - b) *Allotments. There are now 6 half plots and 2 full plots vacant. Allotment inspection took place in July.*
 - c) *Broadmead Leisure met with myself and Cllr. Gerry Smith in August to review outstanding Play Equipment tasks and discuss the ongoing issue (discussed at last meeting) with the roundabout bearings as reported in the ROSPA report received in May 2019. They completed a number of small items: Fitness trainer lubricated; See saw rocker, lower bolt tightened, top centre platform 6 new threaded inserts fitted; Rodeo board, 4 new caps fitted and Roundabout, bearings greased and inspected through inspection panel. The cost was £300 plus VAT. They have provided quotes for larger items – see Agenda item.*
 - d) *Cllr. Alan Farrow fitted the replacement continental arm supports to the kicking goal.*
 - e) *Vandalism in the Playground over the August Bank Holiday Weekend. The small children's basket swing and one of the small swings are now out of service because of this. I have sent photos to Broadmead to quote to repair asap.*
 - f) *Graffiti and Anti -social behaviour has been reported to BBC and photos sent but awaiting a reply on what help they can offer us.*
 - g) *Football Pitches – on the agenda*
 - h) *Refurbishment of Parish Rooms. Hatch Roofing completed the refurbishment of the Parish Room roof in mid July 2019. A local architect visited the office this week to provide free of charge advice on possible options for refurbishing the Parish Office, toilet facilities and disabled access. He is going to provide us with possible options depending on budget available.*
 - i) *Fencing in the burial ground. Shenfield Fencing will commence work on 14th September 2019*
 - j) *Replacement fireproof seat in the bus shelter opposite Peartree Field will be fitted by BBC shortly.*
 - k) *Risk assessments have been chased*
 - l) *Police meeting took place on 19th July 2019 in the Parish Room*
 - m) *DPC Facebook Page –I met with Sue Clapham, Clerk at Blackmore Parish Council and she recommended the social media course at EALC so Clarrie and I will be attending in October*
7. **Information:** Schedule of correspondence received up to 29th August 2019 -noted
8. **Financial Reports and Minutes and Feedback from Committees.**
 - a) **Information:** Noted: Financial Reports for July /August 2019 including RFO Report:
 - a) Total Bank account cash funds on 28/08/19 stood at £99,102.81 with pending payment for £779.36. (this excludes any accrued VAT refund). The funds are down from £107,831.51 on 26th June 2019. The main


single expense in the period was for the completion of the Parish Office roof repair @ £4,407 net, against a budget of £5,000.

b) A Q1 VAT claim for £515.09 has been filed. Claims are made quarterly and the next is due to be made in October 2019.

c) A Village Bus statement has been prepared and sent to Colin Enderby. The statement showed that after training 5 new drivers (at a cost of £500) the Bus funds in the Parish Council accounts, at the end of July, stood at £225.83.

d) The log of the electrical consumption for the Parish Council on the Village Hall supply was updated in August 2019 to show a 2019 powers supply cost of £489.73. This is offset by £440.00 of Village Hall field mowing in 2019, paid for by the Parish Council, a differential of £49.73p.

b)  **Resolved:** Approved the Schedule of Payments for July/August 2019.

c)  **Resolved:** Approved Planning Applications for July/August 2019.

d) **Information:** Feedback from Members relating to Committees attended since last meeting. None.


9. Public Participation: Essex County Councillor Lesley Wagland updated the meeting on the

- Footpath initiative and the right for each Parish to put forward 5 pieces of footpath to be repaired regardless of the priority criteria.
- Library consultation where people have expressed a desire for more community control and the latest consultation on what people want from the mobile library service
- Evening /Sunday Bus consultation
- Highways where work continue on repairing potholes and serious maintenance work


Brentwood Borough Councillors Roger McCheyne and Cliff Poppy gave an update on the new Town Hall which will be opening from Mon 9th September.

Reverend Ann Coleman informed the meeting on progress with the Scarecrow Festival that is taking place on 21st – 22nd September and also the Remembrance Sunday service which will start at 10.15am with 10.50am at the war memorial and members of the Parish Council are invited. She also expressed concern regarding the anti-social behaviour in the park late at night.

Will Russell attended to give a brief update on the planning proposals for Waterworks Spring Farm.

10.  Resolved: The quote received from Broadmead regarding the resurfacing required around the slide was discussed but decision was deferred to the next GP meeting on 17th October for further discussion.

11. Information: Cllr. Mrs J Le Plage gave an update on the proposal to hold a VE day celebration on the new VE Bank Holiday on Friday 8th May 2020 instead of the normal May Fair. The proposal is now to hold a catered tea on Friday afternoon. More information to follow with decision to be made at November Council meeting.

12.  Resolved: Cllr G Smith gave an update on recent discussions with Blackmore Youth Football Club regarding their use of the Budgens Fields this season. It was resolved that Cllr G. Smith will act on Doddinghurst Parish Council's behalf in drawing up a one year agreement with the club for the use of Budgens Fields from 1st October 2019, to include ongoing maintenance and exclusive use only at weekends.

13. Information: Essex County Council who currently host the Doddinghurst Parish Council website essexinfo.net have given notice that they will no longer be providing this service from the end of March next year. The Council will need to decide on a new service provider and a couple of options were mentioned which will be considered.

14. Other urgent information not requiring a resolution: None

The meeting closed at 22.00

Minutes signed:

Date: 7th November 2019