

**Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday
6th September 2018, Parish Rooms, Adjacent Village Hall, Church Lane, Doddinghurst,
Essex.**

1. **Present:** Cllrs. Mrs D. Dicker (Chairman), Mr A Farrow, Mrs. D Rogers Harrison, Mr A Smith, and Brentwood Borough Councillors Mr Roger McCheyne, Mr Cliff Poppy and Mr Keith Parker
2. **Apologies for absence.** Cllrs. Mr P Arnell, Mr M Capon, Mr. G Smith, Mrs J Le Page; Mr D Potter, Mr A Oliver; Essex County Cllr. Leslie Wagland
3. **Resolved.** Minutes of the meeting held on the 5th July 2018 approved and signed.
4. **Declaration of Interests** from Members of any item(s) on this agenda. Cllrs. Mrs D. Dicker, Mr A Farrow, Mr A. Smith are on the Village Hall Committee so unable to vote on item 10.
5. **Information: Clerk's report back on progress and from decisions taken at prior meetings:**
 1. *Three ashes re-opens and one burial re-open during the period.*
 2. *Allotment meeting took place on 5th July for annual inspection. A couple of people have been asked to tidy up their plot but generally ok. Three full and two half plots still vacant and one person who is interested.*
 3. *Ann-Marie took over Clerks role on 5th July, attended a Council Finance Training Course in July and took over membership of SLCC from RB.*
 4. *Updated contact details with Pension regulator*
 5. *Broadmead Leisure came on 5th July to complete a number of tasks which included replacing the basket swing.*
 6. *All Risk Assessments were completed*
 7. *Minutes of all meetings since January 2018 uploaded to website.*
 8. *Letter was sent to Kemsley re Waterworks Spring Farm enforcement*
 9. *Chase up letter sent to Deal Tree Surgery.*
 10. *Congratulations letter sent to Caroline Seville at All Saints Church re winning Best Kept Churchyard.*
 11. *Cllr David Powell's resignation was actioned with notification to BBC and notice displayed advertising vacancy from 26th July until 15th August. Advert for casual vacancy to now go in Link this week. Cllr contact list and committee membership updated – Item on Agenda.*
 12. *Police meeting with local Beat officer, Faye, arranged and advertised for September 10th 2018 in the Parish Room*
 13. *Doddinghurst Football Pitch letting history researched and paper written for special meeting of GP meeting on 15th August. Paper updated for Full Council Meeting on 6th September. Phoned and emailed Brian Hallett, Chair of Brentwood Football Club.*
 14. *Talked to RFO ref history of shared costs between Village Hall and Parish Office – Item on Agenda*
 15. *NATS team completed the tasks we asked them to do week beginning 13th August*
 16. *PAT testing completed in Parish Office and Room*
 17. *Replied to Parishioner on LDP and Neighbourhood Plan*
 18. *Letter sent to BBC re objections regarding planning application for 97 Lime Grove*
6. **Information: Schedule of Correspondence** received up to the 31st August 2018. Reply to Cllr Capon's letter re Doddinghurst Junior School, received on 7th July 2018, needs to be added to the list of correspondence and Cllr M Capon to reply. No reply as yet from the Health Centre.
7. **Financial Reports and Minutes and Feedback from Committees.**
 - a. Information: Noted: Financial Reports for July and August 2018 and RFO Report
 - b. **Resolved. Approved** the Schedule of Payments for July and August 2018.

- c. Information and  **Resolved:** Planning Applications for July and August 2018. No further news on Water works Spring Farm Sale.
 - d. Information: Feedback from Members relating to Committees attended since last meeting. None attended. Next BBPCA is 19/9/2018.
7. **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 will be advertised in the Link in October.
 8. **Information:** The Police meeting is planned for Monday September 10th at 7pm in the Parish Room.
 - 9 & 10. **Information and Resolution:** Village Hall and Parish Room shared costs will be discussed at the next Full Council Meeting when more Councillors are present as 3 of those present are not able to vote.
 11.  **Resolved:** CiLCA Training costs for the new Clerk were agreed
 12.  **Resolved:** It was agreed that Brentwood Football Club (BFC) can continue to play on the two Pitches, until the meeting with Brian Hallett, Chair of BFC and DPC Councillors can be arranged subject to BFC taking full responsibility for the condition of the Pitches and decision to play on match day.
 13. **Other urgent information** not requiring a resolution: None

The meeting closed at 21.30pm

Minutes signed:

Date: 1st November 2018

The following item was discussed in the public session:

- BBC Cllr Keith Parker updated the meeting on the new Litter and Fly Tipping Enforcement Panel and 30 adjudicated Council Officers who are being trained up and will be operational by the end of year. They will have body cams and special vehicles and will have almost the same powers as Police Special Constables.
- A member of the public raised concerns about anti-social behaviour and litter in the village. She was advised to take these concerns to the Police Meeting on Monday 10th September 2018.