

Minutes of the Annual Meeting of Doddinghurst Parish Council held on Thursday 7th May 2009, Parish Rooms, Adjacent Village Hall, Church Lane, Doddinghurst.

Present: Clrs. Mrs. Dicker, Smith, Mrs. Richards, Mrs. Carroll, Mrs. Le Page, Farrow, Enderby, County Cllr Mrs. Ann Naylor, Borough Councillor Keith Parker, Borough Councillor Keith Sparling.

1. 🗳️ **Election of Chairman and completion of declaration of acceptance.** Cllr D Dicker was proposed, seconded and elected as Chairman. Cllr Dicker read and signed the acceptance of office memorandum.
2. **Apologies for Absence.** Apologies received from Clrs. Mrs A McGregor, Mr G Bateson, Borough Councillor Mr R McCheyne.
3. **Declaration of interests in items arising on the agenda.** None declared.
4. 🗳️ **Proposals and Resolution for the appointment of a Vice Chairman.** Cllr. A Richards was proposed and elected.
5. 🗳️ **Resolutions on the appointments to Committees and confirmation of Committee Constitutions.**
The committees and their constitutions were confirmed. Membership resolved as follows:
 - GP Committee: Clrs Farrow(Chairman), G Smith, Bateson, Mrs. Richards, Mrs Le Page.
 - Planning Committee: Clrs Mrs. Dicker(Chairman), Mrs.Carroll, A Smith, C Enderby, G Bateson.
 - Finance & Resource Committee: Clrs Mr.s Dicker(Chairman), G Smith, Farrow, Bateson, Mrs. Richards
 - Allotment Committee: Clrs Mrs. Dicker, Mrs Le Page, Bateson (plus three allotments holders).
6. 🗳️ **Appointment of Representatives.**
 - BBPCA – Cllr Mrs. Dicker
 - Village Hall Committee – A Smith
 - BBC Planning Committee – Clrs Mrs. Dicker & C Enderby.
 - Dagwood Trust – Tony Woodford.
 - Essex PCT – Cllr Mrs.Richards
 - BBC – LSP – Cllr Mrs. Dicker
 - Parish Paths Partnership – Cllr Farrow
 - Police Meetings – Beat Team/ Section Inspectors/Consultative – Cllr Mrs. Carroll
 - Transport (including ECC Transport Consultative Committee) – Cllr C Enderby
 - BBC Tree Warden representatives – Gail Farrow and Lorraine Jeapes.
 - Highways Localism. – Cllr G Smith
 - East of England/ West Essex Forum – Clrs G Smith/ C Enderby.
7. 🗳️ **Reappointment of Internal Auditor** – confirmed as Anne Marie Sewell.
8. 🗳️ **Dates and Times of future Council Meetings.** Noted: Calendar of meetings for 2009/10 was approved.
9. 🗳️ **Minutes of Parish Council Meeting on the 2nd April 2009.** Approved and signed
10. **Clerks report and Correspondence received for April 2009.** **Noted:** correspondence received.

<ol style="list-style-type: none"> 1. Village sign refurbishment. Two coats of sign paint and new gold leaf required and work ongoing. 2. Allotments - all but 2 allotments renewed, and there are people waiting for these plots if the current owners do not renew. 3. Reparation group re-stained two seats on Peartree Green. 4. New minute books received and compiled for use. 5. Clerk's 2008 CiLCA section 7 submitted. (PoW-B). 6. Power of Well-Being Tutor course completed. 	<ol style="list-style-type: none"> 7. End of year tax returns completed. HRMC website failure has prevented P38A returns thus far. 8. Bank reconciliations have been completed and the end of year external audit financial return drafted – agenda item. 9. Patch repair kit obtained to restore safety surface adjacent the roundabout in the play area. 10. Annual Parish Meeting held on the 16th April 2009. 11. Committee constitution updated and circulated for comment. 12. Burial Ground Plot 58 established as single plot. Letter written to interested parties re plot 54 and matters resolved.
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11. **Financial Reports, Reports from PC Committees and other Committees attended by Councillors**
 - (a) 🗳️ **Resolved:** Approved Financial Report for April 2009 and Schedule of Payments for the April 2009.
 - (b) **Information. Noted:** the draft annual external audit return for 2008/9, to be presented for sign off in June 2009.
 - (b) **Planning Committee report back to the full council.** Noted minutes of meeting of 15th April 2009.
 - (c) **General Purpose Committee report back to the full council.** Noted minutes of meeting of 15th April 2009.
 - (d) **Other Meetings attended by Councillors, report back to the full council.** Noted Annual Parish Meeting held on 16th April 2009. Noted ECC Transport and Highways localism meetings attended as well as BBC Citizens Panel on 23rd April 09.
12. 🗳️ **Resolved:** Approved the next Quarterly Parish Council Newsletter and annual funds of £1120.
13. 🗳️ **Resolved:** Approved playing fields annual treatment by Goss . Total £1234.75 + VAT.
14. 🗳️ **Resolved:** Approved Power of Well-Being training for Councillors @ £350. (2hr local course).
15. 🗳️ **Resolved:** Approved the Statement of Intent for a Community Engagement Strategy for Doddinghurst PC.
16. **Information:** Fun Day. Schedule of event activities & support requirements issued. Risk assessments ongoing.
17. **Any Other Urgent Business not requiring a resolution/ action.** Noted: "261 Club" – no progress, action ceased.

The meeting closed at 22.00

The following items were raised in the public debate: Crime and disorder in centre of Village and Dispersal Orders; Gritting of Outings Lane; Alleged importing of domestic appliances and general waste onto WaterWorks Spring Farm; Neighbourhood Watch developments and "Speedwatch" results.

Minutes signed:

Date: 4th June 2009