

Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 4th June 2009, Parish Room, (adj. Village Hall), Church Lane, Doddinghurst.

Present: Cllrs. Mrs D Dicker (Chairman), Mrs A Richards (Vice Chair), Mr G Smith, Mr A Farrow, Mr A Smith, Mrs D Carroll, Mrs J Le Page, County Councillor Ann Naylor; Borough Councillor Roger McCheyne.

1. **Apologies for Absence.** Received from: Cllrs. Mrs A McGregor, Mr G Bateson, Mr C Enderby and Borough Councillors Keith Sparling and Keith Parker.
2. **Resolved.** Minutes of the meeting held on the 7th May 2009 approved and signed.
3. **Declaration of Interests from Members.** None Declared.
4. **Noted: Clerk's report back on progress following the meeting of the 7th May 2009:**

<ol style="list-style-type: none"> i. Allotments – water supply leak repaired. ii. Reparation group treated trellis fencing in the Burial Ground. iii. Internal Audit completed. iv. Planning Forum meeting attended, minutes attached. v. P38A tax returns resolved. vi. Patch repair to roundabout soft surface in CPA completed. vii. DOFC requested that Goss field treatments be deferred for Football Fields due to reseeded of "bald patches" and goalmouths. viii. 2008/09 annual report prepared and issued for comment. 	<ol style="list-style-type: none"> ix. Newsletter issued to Link for publication in June edition. x. Councillor Vacancy formally advertised – if no response co-option permitted. xi. Ingatestone Forge waiting to carry out installation of the "mound guard" (after half term break). xii. Wrote to interested parties re Bike Racks by shops. Spoke to Rob and Mr Clare re its location. xiii. The community engagement strategy has been published on the web site. xiv. Fun Day risk assessment sent to Allianz. xv. New laptop obtained to replace faulty HP machine. xvi. All computers (4 machines) have had security software replaced with McAfee system.
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5. **Noted: Schedule of Correspondence received up to the 27th May 2009.** Noted: Lloyds Bank Gp rights issue – no action.
6. **Financial Reports and Minutes and Feedback from Committees.**
 - a. **Resolved:** Financial Reports for May 2009 approved.
 - b. **Resolved:** Schedule of Payments for May 2009 approved and signed.
 - c. **Bus Club:** Noted, financial report for 08/09
 - d. **Planning:** Noted, Planning meeting minutes of 7th and 28th May 2009 and Planning Forum held by Brentwood BC.
 - e. **General Purposes:** Noted, meeting minutes of the 20th May 2009.
 - f. **Allotment Committee:** Noted, meeting minutes of the 13th May 2009.
 - g. **Working party on crime reduction:** Noted Chairman's report back.
 - e. **Feedback from Members relating to Committees attended.** LSP and Highways meetings cancelled.
7. **Resolved:** Approved and signed, Statement of Accounts of the External Audit Annual Return for 2008/2009.
8. **Resolved:** Approved: Annual Governance Statement of the External Audit Annual Return for 2008/2009.
9. **Resolved:** Approved: The Parish Council's Annual Report for 2008/2009.
10. **Resolved:** Approved: A new water tank for the allotments at a cost of £479.50 + VAT.
11. **Information:** AON (Allianz) insurance renewal confirmed wef 1st June 2009 with 5% discount.
12. **Resolved:** Approved: Section 137 expenditure to place two bike racks in the frontal "garden" area of Budgens store, on a hard base. (Estimated cost for base £600 - additional to the cost of the racks).
13. **Information:** Fun Day. Roles and responsibilities for the day discussed, additional meetings to be held to finalise details.
14. **Information:** Fun Day: Feedback from Allianz received on Risk Assessment. The insurer has given confirmation that cover is provided by the council's current policy but advised that it is essential that all event supplier organisations have their own Public liability insurance (@ £5,000,000) in order for Parish Council's insurance to be valid. Noted, that Thirsty Work and the Pony provider do not have this cover so these suppliers are to be asked to arrange insurance and to charge this cost as a fee to the Parish Council. Unless this cover is implemented by the 5th July 2009, the event supplier may not appear.
15. **Information:** Councillor Vacancy. Noted: The notice for a call for an election closes on the 5th June 2009.
16. **Information:** Noted DOFC final bill for the 08/09 year. Statement produced, sent and paid.
17. **Other urgent information** (No council actions/letters/undertakings permissible on this item) Nothing raised

The business meeting closed at 22.00

Minutes signed:

Date: 2nd July 2009

Public session comments: Citizens Advice Bureau – additional funding provided for an extra year and attendance had improved for the Doddinghurst outreach service; NHW signs being fitted; Churchyard brambles overgrowing footpath.