




## Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 13<sup>th</sup> January 2011, Parish Room, Church Lane, Doddinghurst.

**Present:** Clrs: Mrs D Dicker (Chairman), Mrs J Le Page, Mr G Smith, Mr G W Bateson, Mrs D Rogers-Harrison, Mrs A Richards, Mr A Oliver, Mr C Enderby, Mr P Davenport, Mr A Farrow, Mr A Smith: Borough Clrs: Roger McCheyne and Keith Parker. Guest speaker: Barry Fagg Interim Head of Planning, Brentwood Borough Council.

1. **Apologies for Absence.** Received from: County Councillor Ann Naylor and Borough Clr Keith Sparling.
2.  **Resolved.** Minutes of the Meeting held on the 2<sup>nd</sup> December 2010 approved and signed.
3. **Declaration of Interests from Members.** Clr G Smith declared personal interest in agenda item 12.
4. **Noted: Clerk's report back on progress for the month of December 2010:**
  - i. Confirmation received from Peter McKenzie that the 2011/12 Borough Council discretionary grant will be paid as planned.
  - ii. Salt Bin by Parish Room tipped over by youths. Bin now righted. A tonne bag of rock salt has been delivered to rear of Budgens by Essex County Council.
  - iii. The frozen ground in December permitted the section of teen village removed by Youths to be recovered to a contractor's yard for assessment of repair costs – see meeting pack.
  - iv. Youths created a fire by Village Hall garden fence after the annual bonfire and burnt down a section of the hedge and fence. The rear garden fence was also damaged and hatchway to the undercroft for the Parish Office. The Police have been made aware of the damage. A fire was also set in the Bus Shelter by the post office but only light smoke damage resulted- thanks to the metal lining.
  - v. Youth sprayed Graffiti on the outside of the Parish Room/ Office on evening of 4<sup>th</sup> Jan 2011.
  - vi. Scout Path lights: Lights on permanently due to failure of timer unit in Scout Hut. Lamp unit by small car park failed again.
  - vii. Children's Play Area. Self closing oil damping unit on one of the gates failed over Christmas. This gate has been subject to several repairs by Wicksteed and has had poor reliability. The second gate has never had any problem. We have written to Wicksteed and asked them to replace the faulty gate mechanism as a matter of urgency.
  - viii. Repairs to the Parish room lights to improve their safety were completed. The lighting transformers were overheating due to their location and fireproof thermal insulation fitted between the light fittings and timber joists where spacing inadequate.
  - ix. Work to replace the gravel entrance to Peartree Field undertaken.
  - x. Amendments to the Local Councils Practitioners' Guide commented upon. This relates to the Government intention to change the rules on two member signatures on cheques and the planned withdrawal of cheques by the banks, following closure of the clearing system by 2018.
  - xi. Dialogue with Barry Fagg over possible involvement by Doddinghurst in a Neighbourhood Plan circulated – see agenda.
  - xii. Letter sent to Adrian Tidbury over Localism and possible devolution of services to Parishes – see agenda.
  - xiii. Allotments - dormant in December. Burial Ground - calm over Christmas with one ashes interment.
  - xiv. Footpath bridge, damaged slats repaired. (Outings Lane to Brook Lane)
  - xv. Container adjacent the entrance to Middle Green, now removed.
  - xvi. Essex Air Ambulance – Cheque sent in lieu of flowers re Ron Nevill from Chairman's Allowance.
  - xvii. Paperwork to accept Clerk as an account signatory approved by Barclays and online access security arrangements to permit account statement access received and operational.
  - xviii. One planning application received – see agenda.
5. **Noted: Schedule of Correspondence received up to the 5<sup>th</sup> January 2011.**
6. **Financial Reports and Minutes and Feedback from Committees.**
  - a.  **Resolved:** Financial Reports for December 2010 approved.
  - b.  **Resolved:** Schedule of Payments for December 2010 approved and signed.

- c. **Information:** Noted: No planning meetings held in December 2010; Cllr Alan Farrow to replace Cllr P Davenport as a member of the Planning Committee as a consequence of changed work commitments.
- d. **Information:** Noted: No General Purpose meeting held in December.
- e. **Feedback from Members relating to Committees attended since last meeting.** Noted: Written report from Cllr Dicker on the January 2011 joint Youth/Police meeting. Cllrs Adrian Oliver and G Smith attended the Localism meeting and a questionnaire relating to devolved services issued accordingly - see item 8 of the agenda. Councillor Enderby recommended, and obtained agreement to, the urgent issue of a follow up letter to the leader of Essex County Council on the matter of Swallows Cross Highways improvement since the deadline for the expiry of CIF funds is the end of March 2011 and no clear action had been taken following the last exchange of correspondence with Essex County Councillor with cabinet responsibility for highways Cllr Hulme and Yim Kong, Essex County Council Localism and Customer Services Manager.
7. 🖱️ **Resolved:** Following a comprehensive presentation by Mr Fagg and extensive discussion during which Councillors expressed considerable reservations, the Council approved action to initiate the preparation of a Neighbourhood Plan supported by Brentwood Borough Council Planning Department.
8. 🖱️ **Resolved:** Approved: The Clerk is to obtain detailed information about the services provided by Brentwood, including frequency and costs. The Council agreed that the devolution of services without the funds sufficient to support the devolved service, at the same level currently carried out, would not be acceptable.
9. 🖱️ **Resolved:** Noted: the fence around the large slide had been destroyed in an act of criminal damage and approved action by the Clerk to establish by dialogue with RoSPA if its replacement was required for safety reasons.
10. 🖱️ **Resolved:** Approved the details of the repairs to the teen village to include straightening bent steelwork (old damage), new and longer ground anchors and any work deemed essential for health and safety reasons. Repairs and replacement of the fibreglass canopy will not be included. Noted: A new canopy has been costed at £1466 to supply and deliver plus fitting costs. The unit's reinstatement will await reasonable cessation of vandalism and damage by Youths.
11. 🖱️ **Resolved:** Approved, the temporary installation of CCTV unit by Brentwood Borough Council as recommended by the police and the expenditure of funds necessary to provide a power socket for the CCTV unit (estimated at £100). **Noted:** The receipt of updated crime statistics for Doddinghurst from Chief Inspector Simon Werritt.
12. 🖱️ **Resolved:** Approved an event by Grangewater, subject to confirmation of event details and costs.
13. 🖱️ **Resolved:** Approved the comments to planning application BRW/ 774/2010 as "No comments".
14. **Information:** Noted: the receipt of a quote from *Playscapes* for the replacement of picnic tables (2 off) and park benches (3 off) with all steel units @ £3447. Any installation is to await reasonable cessation of vandalism and damage by Youths.
15. **Information:** Noted: the failure of one of the self closing gates to the Children's Play Area and urgent action being taken to repair/replace the gate with Wicksteed, the original provider. A second supplier is to be asked to quote for its repair.
16. **Other urgent information** (No council actions/letters/undertakings permissible on this item).  
 (i) Noted that the 261 bus contract was due for renewal and that the "Bus Club" was renamed the "Village Bus" to avoid people thinking they had to pay a club membership fee to travel.  
 (ii) Incidents of water leaking from water access points had been reported to the Water authority and all had been investigated and found to be discharges of surface water rather than mains water.  
 (iii) Discussion with the scout group had been undertaken on replacement of the external light timer and they were being asked to request a small grant from the Parish Council if they needed assistance with the funds.  
 (iv) The Chairman has issued a congratulatory letter to a member of the community who would be 100 on Sunday 16<sup>th</sup> January 2011 and had authorised the purchase of a modest bouquet of flowers from the Chairman's Allowance.

**The meeting was extended by approval and closed at 22.15**

### Comments during the "Public Session"

Cllr Keith Parker reported that the future arrangements for the discretionary grant were still uncertain but further reductions to the overall pool of money available to the Parishes was likely.

The meeting was attended by 1 member of the public.

**Minutes signed:**

**Date: 3<sup>rd</sup> February 2011**