

Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 1st April 2010, Parish Room, (adj. Village Hall), Church Lane, Doddinghurst.

Present: Clrs: Mrs D Dicker (Chairman), Mrs A Richards, Mr G W Bateson, Mrs D Rogers Harrison, Mr G Smith, Mr P Davenport; Mr A Smith; County Councillor Ann Naylor; Borough Councillor Roger McCheyne.

1. **Apologies for Absence.** Received from: Clr Colin Enderby, Alan Farrow, Mrs Julia Le Page; Borough Clrs Keith Sparling and Keith Parker.
2. **Resolved.** Minutes of the meeting held on the 4th March 2010 approved and signed.
3. **Declaration of Interests from Members of any item(s) on this agenda.** None declared.
4. **Information: Clerks report back on progress and from decisions taken at meetings on the 4th March 2010.**

<ol style="list-style-type: none"> i. PWLB: Grants paid for the Priest House = £39,934.57 and for the Village hall = £ 37,151.89. Total paid @ 21/03/2010 = £77,086.46. ii. Mr A Oliver co-opted to the Council. The returning officer has been advised with a copy of the Declaration of Acceptance and the Councillor listings have been amended and issued. iii. The Data Commissioner registration with the ICO has been completed. iv. The Data and Security policy has been completed and posted on the web site. v. The Data and Security risk assessment has been completed and recommendations agreed for action. vi. The 2010 CD Rom issued by HMRC for the 09/10 end of year tax has been a nightmare and taken weeks to get resolved. The 2010 application wouldn't pick up the old database and HRMC insisted there was a problem with the local firewall. There wasn't and after sending them a diagnostic file I ordered a new disc in case the original was faulty. HMRC eventually acknowledged they had a problem on Vista and XP machines and promised a fix for 10th March, which then became the 19th March. This latter fix has been applied and after initially reporting more problems has been run successfully. What's more they demand that the end of year return is run on the 5th April - with no leeway – and that's a Bank Holiday! vii. The new notice asking people not to park in front of the double gate to the scout path has been completed. viii. The website has been updated for latest meeting minutes, Data & Information Security Policy, the latest 	<ol style="list-style-type: none"> ix. Police contact details and the Citizens Advice Bureau outreach dates for 2001/11 and Calendar of meetings for 2010/11. x. The "Odd Jobbers" declined to quote for spreading playchips and fixing the picnic table. Alternative arrangements for this work have been made with Gardenscheme. The Odd Jobbers have been asked to quote for work to improve the entrance to Peartree Field and verges. xi. Complaint received about damage to a burial ground memorial belonging to the Knight family. xii. All Saint's Church footpath: Status of repairs discussed with Stuart Anderson of Brentwood parks dept. xiii. Allotment renewal status: 27 full and 11 half plots renewed, 6 ceased – and offered to existing waiters, 3 "new" waiters, 3 "old" waiters pending leaving 6 on waiting list. 8 full and 4 half plots still to be renewed. xiv. Bookers Trade Card received and passed to Clr Julia Le Page. xv. Deputy Clerks Contract of Employment renewed for the next 3 years. xvi. A new planning enforcement officer, Suzanne Armstrong, has picked up the case relating to the Container on land opposite Brook Lane. xvii. Allotment Plots numbering renewed. xviii. Letters for May Day sponsorship issued and Maypole Dancing confirmed. xviiii. Other matters in hand: Bus Shelters wood and metal work re-treatment, Lily Jefferies memorial bench cleaning, Risk Assessments, allotment plot marking out, allotment shed wood treatment, deep cleaning of Parish Room carpet.
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5. **Information: Schedule of Correspondence received up to the 24th March 2010.** Noted.

6. Financial Reports and Minutes and Feedback from Committees

- (i) **Resolved:** Approved, the Financial Reports for March 2010.
- (ii) **Resolved:** Approved and signed, the Schedule of Payments for March 2010.
- (iii) **Information:** Noted: The minutes of the Planning Committee of the 9th March 2010.
- (iv) **Information:** Noted: The minutes of the GP meeting of 17th March 2010.
- (v) **Information:** Feedback from Members relating to Committees attended in January 2010. Clr Smith raised concerns, arising from a meeting he had attended, about planned changes to health services to people in North East London, which also affects people living in Brentwood. He had a copy of a consultation document

which was dated November 2009 to March 2010 and asked if anyone had heard or seen of this consultation which contained plans to amend local hospital services in Romford and other local areas.

7. **Resolved:** Approved by majority vote that a grant to Wallace Kennels will not be made at this time.
9. **Resolved:** Approved by majority vote that a grant to the Doddinghurst Neighbourhood Watch will not be made at this time. It was noted that the benefit in kind of free room hire for monthly meetings of the Neighbourhood Watch, during 2010/11, would amount to a minimum of £80 and this was unaffected by the resolution.
10. **Information:** It was noted that NALC had issued revised standing orders and that the current set for Doddinghurst Parish Council, including its Financial Regulations, would be reviewed at the Finance and Resource meeting scheduled for the 21st July 2010.
11. **Information:** A set of current Standing Orders and Financial Regulations (2006) was issued to all Councillors.
12. **Information:** Noted: Bus Club activity for 2009/10 and financial statement. The year had seen a higher than normal level of cancelled trips which were probably due to due to a combination of the economic recession and bad weather over Christmas and New Year.
13. **Information:** Noted that the Annual Parish meeting is on the 15th April 2010 @ 19.30 and the Annual Parish Council meeting is on the 13th May 2010.
14. **Other urgent information** (No council actions/letters/undertakings permissible on this item). The Chairman advised members that a Parish Council "stall" was being set up for the Mayday event in the Village Hall on the 3rd May and invited people to participate. In addition a Coffee morning was being planned for a Saturday morning in June.

Comments during the public session:

Minutes signed:

Date: 1st April 2010