

## Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 5<sup>th</sup> November 2009, Parish Room, (adj. Village Hall), Church Lane, Doddinghurst.

**Present:** Clrs. Mrs D Dicker (Chairman), Mrs A Richards (Vice Chair), Mr A Smith, Mrs J Le Page, Mr C Enderby, Mr G Bateson, Mr A Farrow, Mrs D Carroll, Mrs Diane Rogers Harrison, Mr G Smith, Mr P Davenport; County Councillor Ann Naylor and Borough Councillors Keith Sparling and Roger McCheyne.

1. **Apologies for Absence.** Received from: Borough Clr Keith Parker.
2. **Resolved.** Minutes of the meeting held on the 1<sup>st</sup> October 2009 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 1<sup>st</sup> October 2009.**

<ol style="list-style-type: none"> <li>i. PWLB application submitted – Borrowing approval received.</li> <li>ii. Letters sent to: Audit Commission re Audit Closure and Jo Clare re work to the Garden area in front of Budgens.</li> <li>iii. CIF (highways) application completed.</li> <li>iv. December/ January 2010 Newsletter prepared.</li> <li>v. One burial and two ashes interment organised.</li> <li>vi. Two new allotment tenants, one whole and one half plot to replace leavers &amp; splitters.</li> <li>vii. Deputy Clerk attended Burial Course.</li> <li>viii. Christmas Buffett &amp; Venue booked with invitations prepared.</li> <li>ix. Kicking goal repositioned.</li> <li>x. New resident welcome letter published for Councillor comment.</li> <li>xi. Web site updated.</li> <li>xii. New bin for dog litter installed by entrance to football field to replace burnt out unit.</li> <li>xiii. New memorial plaque for Alice Page received and installed</li> <li>xiv. External handrail to Parish Room reported as loose and a hazard - screw fixing re-drilled and repaired.</li> </ol>	<ol style="list-style-type: none"> <li>xv. Replacement SON E 70w high pressure sodium light and lamps with external igniters purchased for Scout path to replace one damaged unit (polycarbonate cover smashed) and another one with a failed bulb. Awaiting fitting.</li> <li>xvi. Replacement 50w 12v dichroic halogen lamps for Parish Room purchased and installed.</li> <li>xvii. Replacement external tap with double check valve purchased, pending replacement of existing damaged tap.</li> <li>xviii. Emergency lighting in Parish Suite of rooms tested OK.</li> <li>xix. Autumn strimming of all footpaths and pond area completed</li> <li>xx. Order placed for paving of "Garden" area in front of Budgens.</li> <li>xxi. Quote for new table and chairs foundation pads in progress.</li> <li>xxii. Finance and Resource Governance meeting completed.</li> <li>xxiii. Other matters in hand: Bus Shelters wood and metal work re-treatment, Burial Ground Footpaths weeding and cleaning, Dagwood Triangle strimming. Lily Jefferies memorial bench cleaning. Additional dog anti-fouling signs. Budget and Precept review. New Councillor ID cards. Risk Assessments.</li> </ol>
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5. **Information: Schedule of Correspondence received up to the 28<sup>th</sup> October 2009.** Noted, including the receipt of the Communities and Local Government letter giving the Parish Council approval to borrow up to £100,000 for repair & refurbishment grants to The Village Hall and The Parochial Church Council for Priest House via the PWLB.

### 6. Financial Reports and Minutes and Feedback from Committees

- (i) **Resolved:** Accepted, the Financial Reports for October 2009.
  - (ii) **Resolved:** Approved and signed the Schedule of Payments for October 2009.
  - (iii) **Information:** Noted: The minutes of the Planning Committee meeting of the 22<sup>nd</sup> Oct 2009.
  - (iv) **Information:** Noted: The minutes of the General Purposes Committee meeting of the 21<sup>st</sup> October 2009.
  - (v) **Information:** Noted: The minutes of the Finance and Resource Committee meeting of the 21<sup>st</sup> October 2009.
  - (vi) **Information:** Feedback from Members relating to Committees attended. Noted: Chairman's report from the Crime Reduction working party of 23<sup>rd</sup> Oct 2009; Children's and Young People's Strategic Partnership; Village Hall Committee.
7. **Information: Noted:** Chairman's meeting with the leader of Brentwood Council – meeting deferred to 12<sup>th</sup> November 09.
  8. **Information: Power of Well Being;** The Council confirmed it now met all four eligibility criteria following a minimum of 80% of Councillors being trained on the new power on the 12<sup>th</sup> October 2009.
  9. **Resolved:** Approved, the adoption of the Power of Well-Being.
  10. **Resolved:** Approved, Committee appointments: Clr P Davenport to Planning; Clr D Rogers-Harrison to Gen Purposes.
  11. **Resolved:** Approved, Closure of Barclays Tracker A/C with funds being moved to the Abbey Business A/C.
  12. **Resolved:** Approved, The provision of a new Notice board for the burial ground at a cost of £695 + delivery (£45).
  13. **Resolved:** Approved the January 2010 Newsletter and publication fee of £200.
  14. **Information:** Noted: Finance and Resource meeting – scheduled date 11<sup>th</sup> November @ 19.30.
  15. **Resolved:** Approved, senior citizens lunch funding of £500 (23/01/2009).
  16. **Information:** Chairman offered to host a dinner for Councillors and Staff. Clerk to agree Date/ Venue.
  17. **Information:** Arrangements for December meeting and Christmas Buffet: Venue St Margaret's Hall, see pack for details.
  18. **Other urgent information (No council actions/letters/undertakings permissible on this item).** None raised.

**The business meeting closed at 22.00**

Minutes signed:

Date: 3<sup>rd</sup> Dec 2009

**Public session comments:** New Doctor's Surgery progress & need for all parties to provide written support; Double Yellow lines re Lime Grove parking problems; Highways committee agenda retains Swallows Cross Junction – see also CIF application; Lorry delivery routes.