

Minutes of the Meeting of Doddinghurst Parish Council held at 20.00 on Thursday 6th October 2011, Parish Room, (adj. Village Hall), Church Lane, Doddinghurst.

Present: Clrs. Mrs D Dicker (Chairman), Mrs A Richards (Vice Chair), Mrs J Le Page, Mr G Smith, Mr G W Bateson, Mr C Enderby, Mr A Farrow, Mr A Smith, Mrs D Rogers-Harrison, Mr. P Davenport, Mr A Oliver, County and Borough Councillor Ann Naylor; Borough Councillors Mr K Parker and Mr R McCheyne.

1. **Apologies for Absence.** Full attendance was recorded.
 2. **Resolved.** Minutes of the meeting held on the 1st September 2011 approved and signed.
 3. **Declaration of Interests from Members.** None declared.
 4. **Noted: Clerk's report back on progress following the meeting of the 1st September 2011:**
 - I. Quality Status Portfolio submitted and has been approved. Quality accreditation is extended to 2015.
 - II. Concurrent grant spreadsheet sent to Adrian Tidbury relating to new partnership agreement. The total sum for a potential claim was shown as £55,000.
 - III. Newsletter for October completed and issued - contains a call for villagers to support the proposed Neighbourhood Plan activity.
 - IV. Letter to the Gazette signed and issued re Local Development plan and future use of land adjacent to St Margaret's.
 - V. One ashes interment in September.
 - VI. Presentation made to the Junior School on Democracy and Citizenship - and the work of the Parish Council.
 - VII. Advance bookings for the 2012 Queens Jubilee event day made.
 - VIII. Allotment waiting list growing slowly but all applicants require half plots.
 - IX. Grants to the Scouting Group and Doddinghurst Community Pre-School paid following approval of the awards at the F&R meeting.
 - X. Meeting held with Gary Waplington re his complaint over the use of the "Scout" Field by Phil's Paradise. The complaint has been resolved by discussion and no further action required.
 5. **Noted: Schedule of Correspondence received up to the 28th September 2011.** Skate Park response letter noted and agreed.
 6. **Financial Reports and Minutes and Feedback from Committees.**
 - a. **Resolved:** Approved the Financial Reports for September 2011.
 - b. **Resolved:** Approved the Schedule of Payments for September 2011.
 - c. **Information:** Noted: Planning Committee meeting 20th September - no quorum available.
 - d. **Information:** Noted: GP meeting minutes of the 21st September 2011.
 - e. **Information:** Finance and Resources meeting of the 21st September 2011. Noted: Approval of a revision to the base scale for the Clerk's role to SP 30, with effect from 1/10/2011. The amendment has been made due to the increasing complexity of the role since the last review in 2009. An equivalent amendment is to be applied to other employee terms and conditions.
 - f. **Information:** Feedback from Members relating to Committees attended in prior month. Cllr Dicker reported on her visit with Cllr Rogers Harrison to the EALC to collect the re-accreditation Quality award. Cllr G Smith reported on a Highways and Localism meeting which culminated in a request for information on Highways expenditure within Doddinghurst Parish to be sent to Cllr Chapman, Cabinet member for Highways with Essex County Council.
 7. **Resolution:** Approved comment to application 11/00870/FUL as "No comment".
 8. **Information:** Update on the proposed Sunday Bus service. The matter remains with Brentwood Community Transport who are reviewing the options for a trial of such a service.
 9. **Information:** Progress with Youth Forum/ Liaison activity. Discussions with church groups have stalled.
 10. **Information:** Christmas Buffet arrangements Noted the "provisions list" issued by the Deputy Clerk.
- Other urgent information** (No council actions/letters/undertakings permissible on this item)

The meeting closed at 22.00

Minutes signed:

Date: 3rd November 2011

Comments in public session:

- Park Meadow electricity supply is being upgraded with a new sub-station to replace the pole mounted transformer.