

HERNE & BROOMFIELD PARISH COUNCIL

Parish Office, Herne Centre, St Martin's View, Herne CT6 7AP

Minutes of the meeting of Herne & Broomfield Parish Council held at the Herne Centre on Thursday 14th September 2023 at 7.30pm, for the purpose of transacting the following business.

Present:

Cllr Davis (Chairman)

Cllr Blatherwick

Cllr Collins

Cllr Saunders

Cllr Strong

Cllr White.

Michele Nicholson (Clerk/RFO)

170/23 To receive apologies for absence and accept reasons.

Cllr Checksfield, Cllr Davison, Cllr Harlin, Cllr Hill, and Cllr Wilson. Apologies and reasons for absence were accepted.

County Cllr Marsh, City Cllr Howes, City Cllr Jones.

171/23 To receive declarations of interest on items on the agenda and requests for dispensations.

None.

172/23 To confirm the minutes of the meeting held on 10th August 2023.

The minutes were agreed as a correct record.

173/23 To report on matters arising from the minutes, not on the agenda, for information only.

None.

ADJOURNMENT FOR MEMBERS OF THE PUBLIC TO SPEAK ON ITEMS ON THE AGENDA

Draw for 100 Club.

1st: 21, 2nd: 64.

174/23 Chairman's Announcements.

Cllr Davis reminded members about the parish council volunteer's Thank You Tea on Sunday 8th October 2023, from 3pm until 5pm. Cheque presentations to Canterbury Food Bank and the Alzheimer's Society will be made, proceeds from the Garden Safari.

Regarding the local parish councils' event on Friday 8th September 2023, Cllr Davis thanked the clerk, and Cllrs Blatherwick, Collins and Saunders for making the guests welcome. Thank you also to Margaret Burns, chair of Herne and Broomfield Local History Group, for giving an historic slideshow tour of the parish. A letter of thanks had been received from Hoath Parish Council and they would like to host the next meeting. Hersden Parish Council would be happy to hold the one after that. Initially the thought was that this would be an annual event, but some of the parish councils had suggested quarterly. Members agreed that twice yearly would be appropriate.

175/23 Police Matters/Crime report.

No report had been received.

The clerk said that PC Derrane had sent his apologies, as he had hoped to attend the meeting.

He said that if any of the members had any questions, then they should contact him.

176/23 Warden's Report.

Lisa Harrison – Kent County Council Community Warden Herne and Broomfield.

I continue with welfare visits which are requested by various agencies including social services, GP, Hub etc in the Herne, Broomfield and Herne Bay Area. Welfare visits and support do take up quite

a lot of my time as demand is getting higher with limited services and various social pressures. I am really pleased with the positive outcomes we have been achieving. I work closely with the GP surgery and attend their Multi-Disciplinary Team meeting every week to discuss residents that may be of concern, which has been working well to establish residents that need extra support and agree, as a group, who needs to support them.

I have also been busy visiting and supporting both old and new community groups, using these groups as an opportunity to advertise various other groups and activities within the community. They are also a good source of information on local issues and obtaining information on what support residents need within the community. We are back at the Mill from 4th September for the coffee morning on Monday mornings, and all the other groups are back up and running from the first week of September.

Also supported colleagues in other areas with various events over August.

Mediated with two residents to get them to cut back the foliage in their garden as it was affecting public areas.

Reported 2 council areas as overgrown.

Reported a couple of unsafe paths.

Completed a couple of evening walkabouts at Broomfield Pond and Cherry Orchard area due to resident complaints of low-level Anti-Social Behaviour (ASB).

Visible presence in Herne Bay during Herne Bay festival week, removing youths from cinema roof. Spoke to Smugglers Inn regarding neighbour complaints about smell outside pub. This issue has now been resolved.

I have been on leave from Wednesday 23rd August 2023 until 31st August 2023.

As you are aware the warden service is currently undergoing some significant changes. The public consultation started on Wednesday 12th July 2023 and ends on 3rd October 2023. Please can you encourage residents to take part in the consultation online. I also have some limited hard copies to give to residents that are not online.

The details for completing are as follows: www.kent.gov.uk/communitywardenreview

177/23 To receive reports from County Cllr Marsh, City Cllr Howes and City Cllr Jones.

County Cllr Marsh.

Cllr Davis reported that she had spoken with County Cllr Marsh. He has organised the bugler, road closure, and buffet for Remembrance Sunday service on 12th November 2023.

City Cllr Howes.

City Cllr Howes sent a written report.

There is very little to report as the new round of council meetings has only just begun. Over the summer both City Cllr Jones and I have been dealing with issues over waste collection due to the strike. Now the strike has ended the Canenco teams have been attempting to catch up. Sadly, this week due to vehicle issues in some areas only blue bins were collected. They aim to complete the affected areas by Friday.

We have also been busy dealing with planning and parking issues around the ward. Where possible we have arranged site visits to discuss the issues raised.

Through the hard work and persistence of City Cllr Jones, Kent County Council (KCC) Highways have repaired the road by the Curious Cat public house which had created major problems for those living nearby.

178/23 Clerk's Report/Correspondence.

The clerk said that the Admin Assistant had taken a few days of compassionate leave.

The parish event on Friday 8th September 2023 was well received by those that attended. The job descriptions for the Herne Centre vacancies have been sent out to the applicants and I am now collating the CVs, ready for the Staffing Committee to shortlist for interview. The clerk reminded members to send through their comments regarding the KCC Warden Service consultations.

179/23 Finance.

To ratify payments made since last meeting: Barn Dance caller deposit £50.00, Garden Safari printing £53.00.

To approve payments presented at this meeting; schedule and bank reconciliation supplied: Payments were approved.

To report on income received: VAT refund £863.81, Car Show donations £30.00, 100 Club subscriptions £72.00, Garden Safari donations £50.00, Total £1,005.81.

180/23 To receive the draft minutes of the Herne Centre Committee meeting held on 17th August 2023.

The minutes were received.

181/23 To receive the draft minutes of the Staffing Committee meeting held on 29th August 2023.

The minutes were received.

182/23 Environmental Issues including Tree & Pond Warden's Report.

Cllr Davis reported that there had been massive support, with over 80 responses, to keep the Veteran Oak, at 83 Broomfield Road. She thanked everyone for their support.

She said that finally, a response had been received from KCC regarding the members funding for trees.

Following the initial site visits, four locations were chosen to move ahead with:

1. Broomfield Community Park, Ford Road, Broomfield. CT6 7AD. 10 Birch trees for tree ring, plus 1000 whips across various areas of the sites.
2. Cherry Orchard Playing Field, Canterbury Road, Herne, CT6 7HD. 5 fruit trees (Cherry) and 5 standard trees for additional shading.
3. Carden's Field on Home Farm at the entrance to the village (adjacent to South Lodge CT6 7JA). 5 standard trees for road side tree line.

4. Herne & Broomfield Allotments, Ford Road, Herne Bay, CT6 7AB. Posts for compost area.

Some of the trees will be covered by the members grant and alternative funding through the Local Authority Treescape Fund has been applied to for the remaining trees. The outcome of the application will be announced in the next few weeks, so optimistic that it has been successful following positive feedback from the funding body.

Once landowner agreements and the necessary site checks have been carried out planting of all four sites should be able to go ahead this planting season.

There have been some questions raised regarding Broomfield Community Park in relation to its landfill status, which will mean undertaking some additional checks.

183/23 Reports from council representatives on outside bodies and other organisations.

Cllr White said that there is a Kent Association of Local Councils Canterbury Area committee meeting scheduled for 20th September 2023, but she will be unable attend.

184/23 To discuss purchasing an electric floor cleaner.

Cllr Davis reported that she, Cllr Saunders, and the clerk had attended a demonstration of an electric floor cleaner at the Herne Centre on 4th September 2023. The standard cleaner costs £3,025.00 (excl. VAT) and the steam version costs £3,475.00 (excl. VAT).

Cllr Davis suggested that if members agreed that an electric floor cleaner was a good investment, it is included in a list of items needed on an Awards for All grant application.

Cllr Blatherwick said that it would be advisable to check with Junckers that it is suitable for the

wooden floors.

Members agreed that more information is needed.

185/23 To discuss purchasing hot cupboards and/or an additional oven for the Herne Centre kitchen.

Cllrs Blatherwick and Davis had made enquiries regarding additional kitchen equipment to enable hot meals to be provided for large events. Two of the possibilities were hot cupboards or an industrial oven.

Cllr Blatherwick said that there are various options available. Hire costs are expensive, when taking into account delivery and collection charges, so it is more cost effective to buy.

After some discussion members agreed not to purchase an additional oven. The parish council will look to get grant funding towards the costs of purchasing hot cupboards.

186/23 To discuss hosting themed music nights.

Cllr Davis had sent members some information prior to the meeting.

Cllr Davis said that she and Cllr Saunders had met a music promoter who would like to provide events for the community. Some suggestions were discussed and how they could be managed.

Cllr Blatherwick suggested trying one or two first, to see how it works, for example events for Burns Night and St. Patrick's Day.

Members agreed to progress.

187/23 To discuss the progress of transferring the management of the Herne Centre to the parish council (Closed session) This item will be preceded by a resolution Under Public Bodies (Admission to Meetings) Act 1960, to exclude the public and press due to the confidential nature of the business being discussed.

To include staffing, licencing, contractual and procurement issues, bookings, and equipment.

The clerk reported that members of the Staffing Committee will be meeting on Monday to discuss shortlisting for interview.

Cllr Davis said that the transfer of the licences will need to be done as soon as possible, so they are in place for 1st November 2023. **Action: office staff.**

Cllr Davis said that one of the parish council's volunteers is prepared to hold a personal licence. She proposed that the parish council pay for the training. Members agreed to pay for a volunteer to undertake the training for a personal licence.

Cllr Blatherwick read through some information from the National Association of Local Councils (NALC) regarding procurement. It indicates that obtaining three quotes, if possible, will be sufficient. The parish council will need to agree some sort of concession fees for the caterers. The booking software recommended was the cheapest at £10.00 per month. Members agreed that this would need to be in place before the end of the contract. **Action: office staff.**

Cllr Davis said that some of the equipment might not be necessary straightaway. An application to Awards for All for grant funding could be made to cover the costs for equipment that is not urgent. **Action: Cllr Davis.**

Cllr Davis said that two options for card machines had been suggested, the second being used by a number of local businesses. Members agreed to use the second option of card machine.

Action: office staff.

Cllr Davis asked the clerk whether there had been any progress with getting the mobile phones.

The clerk replied that these would be dealt with as soon as possible. **Action: office staff.**

Cllr Davis said that some of the priorities are deep cleaning, decorating, and repairing the small hall floor.

188/23 Update on legal issue regarding the allotments. (Closed session) This item will be preceded by a resolution Under Public Bodies (Admission to Meetings) Act 1960, to exclude the public and press due to the confidential nature of the business being discussed.

The clerk reported that the claim against the parish council had been discontinued. The solicitor will close the file once all the relevant paperwork has been finalised.

189/23 Members Reports.

Cllr Davis reported that looking ahead, Action with Communities in Rural England (ACRE) have posted that Village halls week will be 18th to 24th March 2024. They are talking about the theme environmental sustainability and being Net Zero. This could be a good opportunity for the parish council to highlight the Herne Centre, perhaps in combination with the Community Groups Day, if it is decided to hold it again.

190/23 The next meeting of the Parish Council will be on 12th October 2023.

Meeting closed at 9.40 pm.