

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 9th November 2023 at 7.30pm, for the purpose of transacting the following business.

Present:

Cllr Davis (Chairman)

Cllr Wilson (Vice Chairman)

Cllr Blatherwick

Cllr Checksfield

Cllr Collins

Cllr Davison

Cllr Harlin

Cllr Hill

Cllr Saunders

Cllr Strong

Cllr White.

Michele Nicholson (Clerk/RFO)

217/23 To receive apologies for absence and accept reasons.

No apologies were received, and all members were present.

City Cllr Jones.

218/23 To receive declarations of interest on items on the agenda and requests for dispensations.

None.

219/23 To confirm the minutes of the meeting held on 14th September 2023.

The minutes were agreed as a correct record.

220/23 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: 2, 2nd: 21.

221/23 Chairman's Announcements.

Cllr Davis reminded members that it is Remembrance Sunday on Sunday, and a wreath will be laid on behalf of the residents.

She said that the latest Community News newsletter had gone to the printers. Help will be needed next week in getting the newsletters delivered to the volunteers so they in turn can get them out in time for the upcoming events.

Cllr Davis commented that members may be interested to know that over 80 new member requests for the parish council Facebook page had been received on Friday evening and at least 20 on the Saturday. There are now 1890 members, with 32 pending.

222/23 Police Matters/Crime report.

No report had been received.

223/23 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.

Supported various residents with a variety of issues from applying for Pension Credit, applying for free hospital transport, care support in the home, gaining medical attention for some and supporting residents to access a variety of support groups.

I have also been busy visiting and supporting both old and new community groups, using these groups also 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. I also link some of these with the Herne Centre as they may be able to support each other to offer services for the community.

I have been supporting residents within the Talmead Estate and Parsonage Road with issues of anti-social behaviour (ASB) due to young people using Parsonage Road as a shortcut to access Canterbury Road. Have been in contact to gain advice from a couple of city councillors to discuss the possibility of a safe passage from one area to the other without causing too much disruption to residents either side and providing a safe solution for young people.

Completed a joint warden walk about of the Redrow Estate with City Cllr Joe Howes and City Cllr Rob Jones to discuss some of the issues the residents were having with anti-social behaviour, lack of amenities and isolation for residents. City Cllr Howes will support me to build links he currently has with some of the residents to see what they feel would support them to be more actively involved with the Herne and Broomfield Parish as at present it does feel a little separate. I will also carry out occasional visible presence in the area.

I supported the Halloween event at the Mill, which was extremely well attended with over 150 visitors. So much so I had to make an on-the-spot decision to re-direct cars off Mill Lane down Windmill Road for safety reasons. I also completed an hour of joint visible presence after the event where we supported a group of young people who were a little worse for wear 'say no more'....

Herne Junior school have now completed Christmas cards for me to pick up and give out to some of my residents that live alone and for the residents of Strode Park.

Reports to Council/emergency services this month:

2 x fly tipping.

2 x graffiti.

2 x ASB Police.

I will not be available from 11th November till 28th November as I am visiting my family in Canada. Have agreement for Roger Lithgow to support Remembrance Sunday on my behalf. I would imagine I will be busy when I return due to December being a busy month in Herne and Broomfield.

224/23 To receive reports from County Cllr Marsh, City Cllr Howes and City Cllr Jones.

City Cllr Howes.

City Cllr Howes reported that he and City Cllr Jones had had a useful meeting on the Redrow Estate with the KCC Community Wardens regarding some issues that the residents there are having. This includes high levels of ASB, particularly Wednesday afternoons. There will be a meeting on 4th December 2023 which will be a good opportunity for some parish council engagement. Lisa Harrison said that it would be good to have a parish noticeboard sited there. City Cllr Howes said that the Redrow maintenance company is dealing with various maintenance issues; drainage, security, lights.

He reported that the CCC Budget proposals include changes to car parking charges across the Canterbury district. These include increasing charges in the School Lane Car Park to £1.90 per hour (Band 3) and changing the times that parking fees apply to 7am until 9pm. Both City Councillors will be raising a petition against the proposals. If they get enough signatures, then it can be raised and discussed by CCC. Cllr Blatherwick asked why the parish was being judged the same as Canterbury City centre? City Cllr Howes said that there would be discounts for residents in the ANPR car parks, for those that are registered. Cllr Blatherwick asked whether the Parish Council would be charged more for the access to the Herne Centre? City Cllr Howes replied that he would find out.

He said that the Parking Review had received lots of requests for double yellow lines. These will be discussed at the next Joint Transport Board meeting in March 2024.

County Cllr Marsh.

County Cllr Marsh said that he would support the parish council and City Cllrs Howes and Jones against the proposed car parking increases in School Lane car park.

County Cllr Marsh reported that the KCC Full Council meeting to discuss the budget had been cancelled and would now take place on 16th November 2023.

All the arrangements have been made for the Remembrance Sunday service on 12th November 2023, at St. Martin's Church.

Cllr Blatherwick raised concerns regarding the Strode Farm development. She said that the developer Vistry, the parent company of Countryside, were changing their focus away from commercial house building to affordable mixed tenure housing. Where will this leave the Strode Farm development and the building of the Herne Relief Road. Will the road be built, and what will the make-up of the housing be? Some members asked whether any social housing would be allocated to London boroughs. City Cllr Howes replied that CCC would have nomination rights, and that they have an allocation policy of housing people with a local connection.

225/23 Clerk's Report/Correspondence.

The clerk reported that she had attended the online CCC Boundary review meeting on 24th October 2023.

A presentation was given by Yemi Fagun (Review Officer, Local Government Boundary Commission England): Canterbury District Review.

A review is usually undertaken every 5 years and should be next year. However, due to the poor electoral equality in the district, especially in the Blean Forest ward, the review has been triggered a year earlier.

The review looks at the following areas:

- Total number of councillors on the city council.
- Total number of wards in the district.
- The boundaries between wards.
- The names of the wards.
- The number of councillors in each ward.

There are 4 phases to the process:

- Phase 1: Review of the total number of city councillors.
This has been completed and the number will remain at 39.
- Phase 2: Review of ward arrangements.
There will be at least two consultations regarding how the wards should be arranged:
 - Initial consultation: 26/09/23 to 04/12/23.
 - Draft proposals consultation: 27/02/23 to 06/05/24.
 - Final proposals published: 30/07/24.

Sometimes a third consultation is needed.

- Phase 3: Proposals presented to parliament.
- Phase 4: Implementation: May 2027.

There are 3 statutory criteria that need to be considered:

- Electoral equality: imbalance can occur time.
- Community identities and interests:
 - Shaped by amenities; schools, shops, places of worship, and resident associations.
 - Strong, identifiable boundaries, with names that mean something to local people.
- Effective and convenient local government.

Parished areas:

- Boundary changes cannot create or abolish parishes.
- Cannot amend external boundaries.
- If a ward boundary is drawn through a parish, a parish ward will need to be created.

Cannot consider:

- Political consequences.
- Parliamentary boundaries.
- Postcodes and addresses.
- House prices and insurance.
- External boundaries for the city.

Question and answer session:

(1) Why is the total number of councillors on the council determined first?

The total number of councillors is dependent on the council's governance and how it is run. The number of wards fits the total number of councillors. Occasionally, there may be a reduction or increase of one or two councillors.

(2) Why is the total number of councillors not increasing and was not consulted on, considering that the district is growing, and it will be difficult to set boundaries?

The consultations are limited as past experience on consulting on councillor numbers proved ineffective.

(3) Will the commission make their own judgements or rely on residents?

It is hoped that councillors and council groups will provide information on their areas. The commission looks at evidenced arguments. Local residents are best placed to provide information on their communities, with community identity being key.

(4) How are the public consulted, apart from online?

When councillors are briefed, it is for them to brief the public. The information sent by the commission can be published via social media and in newsletters.

(5) Do the responses have to be made in any particular format, e.g., a formal report?

A formal response is not required, simple community evidence will do.

(6) If neighbouring wards have high numbers, will it not make electoral equality difficult?

The ratio used for 2029 has future development factored in.

(7) The spreadsheet shows that the Canterbury district is seriously out of line. What are the assumptions?

The figures quoted for 2029 are based on nothing changing. By law the commission has to take into consideration predictions for 5 years after publication. CCC officers have provided a forecast of the electorate, taking into account planning approvals, student numbers, etc. A spike is predicted once the Stodmash issues have been resolved.

The clerk said she and the administrative assistant now have a parish council mobile phone. The numbers had been circulated to the members.

Regarding the Herne Centre:

The alarm systems were transferred over to the parish council on 31st October 2023 and the app for remote access set up on the phones. The only thing outstanding is being able to view the CCTV cameras remotely, but this should be sorted out soon.

The deep clean was completed on 1st November 2023 and the transformation is quite incredible.

The first weekend of bookings went well and there has been positive feedback. The next couple of months are looking very busy.

The clerk explained that a report had been received from the two engineers who attended the Herne Centre to look at the heating and cooling system. It has raised some very serious issues. Cllr Blatherwick asked members to let the clerk know of any other companies they know of who could be asked to look at the system. Cllr Davis said that she will contact the company that she uses. **Action: clerk and councillors.**

226/23 Finance.

To ratify payments made since last meeting. Hot cupboard: £1632.00, Herne Centre Music Licence £651.84, Barn Dance caller: £70.00.

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

To report on income received. Herne Centre bookings: £1626.75, Barn Dance tickets: £245.00, 100 Club subscriptions: £48.00, Total: £1910.75.

227/23 To receive the draft minutes of the Finance & Resources Committee meeting held on 26th October 2023.

The minutes had not been circulated prior to the meeting, therefore the minutes were read out by the clerk.

The minutes were received.

228/23 To receive the draft minutes of the Planning & Highways Committee meeting held on 5th October 2023 and discuss any matters arising, and other planning and highways issues.

The minutes had not been circulated prior to the meeting, therefore the minutes were read out by Cllr Blatherwick.

The minutes were received.

229/23 Environmental Issues including Tree & Pond Warden's Report.

Cllr Collins reported that the Friends of Herne & Broomfield Ponds were holding a meeting on 19th November 2023 regarding the quote that they have received for some tree works at Broomfield Pond. Cllr Davison reported that she would meeting Rebecca Booth (CCC Senior Environment Officer), along with the chairman of the Friends committee, regarding suggestions of what work is necessary at both ponds.

Cllr Davis said the tree survey for the Wildlife Area needed to be done urgently. The clerk said that she had contacted two tree surgeons for quotes. One quote had been received. Cllr Davison asked whether the company she had suggested had been contacted. The clerk replied that they had not. Cllr Davison will send the clerk the contact details.

Cllr Davis said that the planting of the trees for the Living Henge at Broomfield Community Park will be on 3rd December at 10.30am, to coincide with Tree Week.

230/23 Reports from council representatives on outside bodies and other organisations.

None.

231/23 To discuss forthcoming events; Barn Dance on 18th November 2023 and Christmas Fun Day on

25th November 2023.

Cllr Davis said that help will be needed for the upcoming events.

Ian Sargent has agreed to drive the Santa Float as usual. The routes have been amended, with the float only going out over two evenings. Some elves will be needed to help Santa.

Cllr Davis said that help will be needed to collect and return the staging to the Junior School for the Barn Dance. Cllrs Davison, Saunders and Wilson volunteered. **Action: Cllrs Davison, Saunders and Wilson.**

232/23 To discuss purchasing a generator for use with the Santa float.

Cllr Davis reported that the generator used on the Santa Float belongs to Ian Sargent. It had been previously suggested that a generator should be purchased. One has been identified for £365.00 (excl. VAT). There was some discussion regarding whether hiring a generator might be better, if it is only used once a year. It was proposed that a generator is hired. Members agreed to hire a generator, depending on the cost.

233/23 To discuss issues with parking at Broomfield Community Park.

The clerk reported that Steve Darling (KCC Environmental Compliance Officer) had raised concerns about parking at the Community Park, when he has been undertaking his checks there. He said that vehicles are obstructing the gates, which could prevent access during an emergency.

Cllr Davis said that KCC are responsible for the road markings there. The clerk to contact KCC Highways. **Action: clerk.**

234/23 To discuss advertising for a new Administration Assistant and any other staffing matters (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 said that the advertisement will need to be discussed by the Staffing Committee and that some amendments may have to be made.

The clerk said that the rates of pay for the casual members of staff need to be agreed.

Cllr Davis proposed that these are discussed at a Staffing Committee meeting, to be arranged.

Action: clerk.

235/23 Update on the Herne Centre and any outstanding management transfer issues. (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 discuss the alcohol licences, and website.

To discuss the quote for the clinical waste removal service.

The clerk presented the quote for the clinical waste removal service. Members agreed to continue with the service and approved the quote of £547.00 (excl. VAT) for the year.

Cllr Davis read through the list of bookings for the remainder of November 2023. The HuB at Herne is doing okay, with Fridays fairly busy and good food.

Cllr Davis asked whether any of the members would be able to help support the Amenities Manager, during the transition period, at weekends and other times. It is mainly being another presence. Thank you to Cllr Blatherwick for helping last weekend. **Action: councillors.**

Cllr Davis reminded members that the Christmas Fun Day will be on 25th November 2023, 11am to 2pm, and help will be needed. **Action: councillors.**

Cllr Davis reported that two small round tables have been ordered for the HuB. The cost for each table will be £249.74 (excl. VAT). There are several tables that have been damaged, but could manage without them for the time being.

Cllr Davis said that the parish council will need to review how to manage the purchase of provisions for the Herne Centre bookings.

Cllr Blatherwick explained that the bouncy castle requires an annual check and needs some

slight repairs. Members agreed to get the check and repairs done. **Action: clerk and centre staff.**

236/23 Members Reports.

Cllr Harlin asked whether the Herne Centre has a defibrillator. The clerk replied that there is one on the outside of the building.

Cllr Blatherwick said that it was great to see things happening at the Herne Centre, with a better atmosphere. She suggested that some banners are obtained and put up to raise awareness of what is going on.

Cllr Strong raised concerns regarding neighbouring residents of the Herne Centre parking in the centre car park and taking up the spaces that are for the users of the centre. The clerk replied that the residents will be notified that the car park will be locked when the centre is not in use.

Action: clerk and centre staff.

Cllr Davison reported that the vegetation overhanging the footpath alongside Canterbury Road had still not been cut back. **Action: clerk.**

237/23 The next meeting of the Parish Council will be on 14th December 2023.

Meeting closed at 9.45 pm.