

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 10th July 2025 at 7.30pm, for the purpose of transacting the following business.

Present:

Cllr Davis (Chairman)

Cllr Wilson (Vice-chairman)

Cllr Austin

Cllr Checksfield

Cllr Collins

Cllr Lambkin

Cllr Maslin

Cllr Strong

Cllr White

Michele Nicholson (Clerk/RFO)

Jo McCann (Admin Assistant)

128/25 To receive apologies for absence and accept reasons.

Cllr Binstead, Cllr Blatherwick, Cllr Davison and Cllr Hill. Apologies and reasons for absence were accepted.

City Cllr Jones.

129/25 To receive declarations of interest on items on the agenda and requests for dispensations.

None.

130/25 To confirm the minutes of the Annual Meeting held on 12th June 2025.

The minutes were agreed as a correct record.

131/25 To report on matters arising from the minutes, not on the agenda, for information only.

The results of the Garden Safari Broomfield Pond survey have been passed on to Canterbury City Council (CCC).

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

No members of the public were present.

132/25 Chairman's Announcements.

Cllr Davis reported that the Disco event had to be cancelled due to a lack of ticket sales.

Cllr Davis thanked everyone that helped with the Treasure Hunt on 6th July 2025. £250.00 would be donated to Macmillan Cancer Support.

133/25 To receive reports from County Cllr Mulvihill, City Cllrs Jones and Paget.

City Cllr Paget

With City Cllr Jones, attended the CCC Curtis Wood management public meeting,

There are still only two volunteers registered for Speedwatch. More are needed.

The public waste bin audit has been completed and all bin requests submitted to be reviewed in the autumn.

There are concerns regarding the hedge management along Curtis Wood Park Road. This has been reported to Kent County Council (KCC) and County Cllr Mulvihill.

Received complaints regarding a broken drain cover in Lower Herne Road. Has been reported to KCC.

HGVs are still using Lower Herne Road.

A petition is circulating regarding banning the sale of catapults.

South East Water has been contacted regarding the recent water supply issues.

Was invited to attend the 50th anniversary of St. Martin's Church toddler group and unveiled a plaque.

There was a short discussion among members regarding the South East Water supply issues.

Members agreed to write to South East Water both expressing concern at the occurrence but also offering future support to South East Water in any way that would benefit parish residents.

134/25 Clerk's Report/Correspondence.

The report had been circulated prior to the meeting.

The admin assistant has passed her first four Certificate in Local Council Administration Learning Objectives.

CCC has confirmed that the following have been registered as Assets of Community Value:

School Lane Car Park, Cherry Orchard Playing Field, Herne & Broomfield Allotments, and Curtis Wood Park.

Completed the staff appraisals for the admin assistant and Amenities Manager.

With the admin assistant, Cllr Davis, and Cllr Austin attended the online KALC training regarding Transfer of Assets on 26th June 2025, which was very informative. One of the first recommended actions was registering assets as Assets of Community Value, which the parish council has been doing. The meeting notes have been circulated.

The Treasure Hunt on 6th July 2025 went well, despite the unpredictable weather. Lots of positive feedback has been received. £492.16 was raised, to be divided between community projects and Macmillan Cancer Support. Although footfall was lower this year compared to last, as there was less expenditure nearly £100.00 more was raised. Thank you to Cllr Brian Austin and his wife for assisting with setting up. Also, Cllr Carol Davis and her daughter and granddaughter, and to everyone else that helped in some way. Particular thanks to the admin assistant for all her hard work.

The cistern for the urinals has been repaired.

The air conditioning unit has been installed in the Parish Office.

The repairs to the Herne Centre heating system are well underway. The two new air source heat pumps have been installed outside, including additional pipework to be run through to the loft, and a new hot water cylinder fitted.

135/25 Finance.

To ratify payments made since last meeting.

Goody Ales (bar supplies): £52.80

KALC (annual membership): £2,244.00

St Martin's (Fun Day stall): £30.00

R Peacock (Disco refund): £25.00

Total: £2,351.80

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

The payments were approved.

To report on income received.

Card sales: £5627.40

Booking fees: £4,907.58

Toy Sale: £30.00

Disco: £25.00

Quiz Night: £20.00

100 Club: £24.00

Garden Safari donation: £100.00

Total: £10,733.98

136/25 To receive the draft minutes of the Finance & Resources Committee meeting held on 26th June 2025 and to discuss any matters arising.

The minutes were received.

Members made no comments.

137/25 To receive the draft minutes of the Planning & Highways Committee meeting held on 3rd July 2025 and to discuss any matters arising, and other planning and highways issues.

The minutes were received.

The clerk reported that she had contacted Sturry Parish Council, City Cllrs Jones and Paget, and County Cllr Mulvihill regarding how dangerous it is crossing the A291 Canterbury Road in the vicinity of Wildwood.

Cllr Davis reported that there is a similar issue crossing the A291 Canterbury Road in the vicinity of the Busheyfields Road junction.

138/25 To receive reports from council representatives on outside bodies and other organisations.

No reports were received.

139/25 Environmental Issues including Tree & Pond Warden's Report.

Cllr Davis reported that she had received an email from a resident regarding what could be done to prevent Broomfield Pond drying, out as the water is very, very low. Historically, Broomfield Pond has always dried out in hot/dry years as the surrounding ground water level gets lower. Unfortunately, the water now has less shade, due to the pond being more exposed to sun and wind, so is likely to be more susceptible to drying out. Ducks and other birds can fly away to find water and can return when there has been a decent amount of rain to fill the pond. Many ponds are short lived but still important for wildlife.

140/25 To discuss the quotes for replacing the admin assistant desktop computer for a laptop and docking station.

A report had been circulated prior to the meeting.

Members agreed to accept the quote of £580.00 to purchase a new laptop and docking station.

Action: clerk.

141/25 To discuss the issue of the hemlock at Broomfield Community Park.

The admin assistant reported that hemlock has spread across the site. Two companies had been contacted regarding treating the hemlock. The quotes received were £3200.00 and £4400.00, excluding VAT, per cut. It was recommended that the hemlock be cut now and again in the spring. The current maintenance agreement is due for renewal. The current contractor has proposed renewing the annual maintenance contract on the same terms as before at £4500.00, with an additional quote of £1100.00 for the first cut of the hemlock. Both figures exclude VAT.

The contractor will be fitting GPS trackers to all its equipment, so that it can be tracked across the site. This will assist in managing the contract.

Members agreed to renew the annual maintenance contract at £4500.00 and agreed to accept the quote of £1100.00 for the first cut of the hemlock. **Action: clerk.**

142/25 To agree a response to the Kent Association of Local Councils Local Government Reorganisation Survey.

Cllr Davis read through the responses that the clerk had entered into the survey.

Following some amendments, members agreed to the response to the survey. **Action: clerk.**

143/25 To discuss setting up a working group regarding the Local Government Reorganisation and future management of community assets.

Cllr Davis proposed setting up a working group to look at the Local Government Reorganisation. Members agreed to setting up a working group.

Cllrs Austin, Maslin and Strong proposed being part of the group.

The clerk said that the parish council's Aims & Objectives needed to be updated. This could be

done by the working group. **Action: clerk, Cllrs Austin, Maslin and Strong.**

144/25 To discuss the Remembrance Sunday service on 9th November 2025 and how this could be arranged.

Cllr Davis explained that this event had been organised by the previous County Councillor, Alan Marsh. She asked whether the parish council would consider doing this.

After some discussion it was agreed that the clerk contact Alan Marsh regarding whether he would like to be involved in the event and for information on who to contact.

It would also be necessary to liaise with St. Martin's Church.

Members agreed in principle to organising the event, subject to the any responses received.

Action: clerk.

145/25 Members Reports.

Cllr Strong reported that he had attended the public meeting regarding antisocial behaviour around the Herne Bay area. He felt that the meeting did not fully address many of the issues raised.

Cllr White reported that she would be starting to compile the next newsletter soon.

146/25 The next meeting of the Parish Council will be on 14th August 2025.

Meeting closed at 8.50pm.