

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 11th December 2025 at 7.30pm, for the purpose of transacting the following business.

Present:

Cllr Davis (Chairman)

Cllr Austin

Cllr Binstead

Cllr Blatherwick

Cllr Collins

Cllr Lambkin

Cllr Maslin

Cllr Wilson

Michele Nicholson (Parish Clerk)

200/25 To receive apologies for absence and accept reasons.

Cllr Checksfield, Cllr Davison, Cllr Hill, Cllr Strong, and Cllr White. Apologies and reasons for absence were accepted.

City Cllr Paget and County Cllr Mulvihill.

201/25 To receive declarations of interest on items on the agenda and requests for dispensations.

None.

202/25 To confirm the minutes of the council meeting held on 13th November 2025 and the extraordinary council meeting held on 1st December 2025.

The minutes were agreed as a correct record.

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

No members of the public were present at the meeting.

203/25 Chairman's Announcements.

Cllr Davis thanked all the staff, councillors and other volunteers who worked so hard to make the Christmas Lunch a success, whether they peeled vegetables, cooked food or served the visitors. They were all amazing.

It was agreed that the Herne Centre Car park would be closed to non-users but not a date to implement. The rear gate should be closed for a 24-hour period over the Christmas period, with a suggested date of 2nd January 2026. Need to make signs and leaflets to inform parents and nearest residents. Should inform the schools and Herne Bay Harriers football club that play at the school. Staff have had to endure verbal abuse from some drivers. It will be necessary to find a way of enforcing the new parking rules.

204/25 To receive reports from County Cllr Mulvihill, City Cllrs Jones and Paget.

City Cllr Jones

Cllr Jones reported that the tree works in Curtis Work have been completed, however, the rubbish that was found has yet to be collected and disposed of. He was concerned that the widening of the access on to Ridgeway Road could allow vehicles to enter.

The planning application for a large solar farm at Hoath has been refused by Canterbury City Council (CCC) planning.

The period for requests for parking restrictions for inclusion in the Annual Parking Review process has now closed. Any requests submitted after the closure date will be considered next year.

CCC has submitted its preferred Local Government Reorganisation unitary council option. Cllr Jones, on behalf of himself and Cllr Paget, thanked the parish council for all its hard work and wished everyone a happy Christmas.

City Cllr Paget

The clerk read Cllr Paget's written report.

Please accept my apologies for this evening. I had originally hoped to be there, but I have been unwell this week and I am not fully back to strength so Robert will be able to cover our updates this evening.

If there are any questions specifically for me, then please do encourage members to get in touch with me directly and I will be happy to help. I have been in touch with the parking enforcement team about the ongoing issues in Streetfield and they were due to send enforcement out again. In other news, I am looking forward to helping with the sleigh on 21st December.

County Councillor Mulvihill

The clerk read Cllr Mulvihill's written report.

My apologies for not being with you all this evening, but an update from myself.

Since the last meeting I opened the Kent suicide prevention conference at Detling showground. This was an emotional day as experiences were shared amongst various professionals and to raise the importance of looking after the pressures on the professionals, as well as affected individuals and family members.

I have since met with St Martin's Church with regards to the road safety mirror. I have discussed how we can fund this and have asked them to come back to me with a quote to move this forwards. I am aware of the recent near misses and accident that have occurred at the crossing / roundabout. Finding a solution is a key issue for me. This is not a new occurrence but one that we need to find a solution to, and I am speaking to Highways to come up with a solution. Even when the new road opens, this area will still present a risk which needs to be mitigated. I have agreed to the purchase of the freezer from the members grant. This has come to me for approval and has been signed off by myself. It is now with KCC to finalise the details and issue the funds.

I'd like to wish everyone who is involved with the Santa sleigh a safe and enjoyable couple of evenings. If I am available I will try and get down and offer some support.

And finally I'd like to thank you all for everything you do as a Parish, and hope you all have a Very Merry Christmas and a Happy New Year. If I do not see you before hand I will see you all in the New Year.

205/25 Clerk's Report/Correspondence.

The report had been circulated prior to the meeting.

The Clerk and Assistant Clerk are managing to keep on top of things in the parish office, between working in the office and at home.

The temporary Administrative Assistant, Emma Sharp, started on 3rd December 2025. She has settled in well and been busy updating the website and social media pages, filing, sorting out the books for the Children's Christmas Party etc.

The proposed budget has been written. Allowance has been made for potential additional costs generated from the Local Government Reorganisation and putting together a Neighbourhood Plan, particularly regarding staffing.

The external auditor has raised some queries regarding the Annual Governance and Accountability Return which are being resolved.

Keys for the new bollards at Broomfield Community Park finally arrived, with two given to Steve Darling (KCC Monitoring Officer). A set of keys were given to Marc Horton (Herne Bay High

School) and the agreement for use of the BMX Track by the school signed.

Assistant Clerk's report

The report been circulated prior to the meeting.

We are in full festive swing in the Parish Office. We had a very successful Christmas Craft fair with lots of positive feedback. A huge thank you to Carol, Brian, Mandy, Linda White, Jackie, Penny, Christine, Corrina, Ian, Sue, Ella and Eden for all making it possible as Michele and I were unable to be there. We made a whopping £859.50 after deductions, which is a fantastic amount. We have Emma now in the Parish Office, which has helped hugely. It feels like she has always been here and has settled in quickly. We are now up to date on the website, and she is helping with the children's party at the weekend.

By the time of this meeting, we would have had the Christmas Lunch Club. Again, almost every Councillor has been involved in making this possible; from veg peeling, to collecting mince pies, to helping cook and serve the meal. It has been a real team effort. Thank you all. We have 44 people booked to come and eat, many of whom live alone. We have had donations from Morrisons of mince pies, bucks fizz and mint chocolates, and Taylor Meats who provided all the meat to us for half price. This enabled us to buy a chocolate gift for all those who helped as well as everyone who came to the meal. I can honestly say the lunch club is one of the things I am hugely proud of and hope we can keep it running next year. Jackie, Penny and Christine have been immense in the way they have faced catering for large numbers and have proved that it is possible. A special mention to Gill and Linda White who have been at every meal to help serve, thank you. We have the Children's Christmas Party this weekend, 61 children are attending aged between 3 – 6 years old. Places for People sponsored the event, giving us £250 towards books and food for the party. Thank you to those that are helping, it will be Emma's first event.

It is also the Christmas Tree Festival at St Martin's this weekend, we have decorated a tree on behalf of the Parish Council. Please try and pop along to support the event.

Thank you to Tim Blatherwick who has taken on organising the Santa float this year. Again, we have had a lot of support in the way of volunteers, we are hoping it won't be too cold this year. My CiLCA has currently had to go on hold whilst I am trying to get through treatment. With Christmas fast approaching it is something I want to focus on in the new year.

We have already pencilled in an events list for 2026, including 4 quiz nights, 2 craft fairs, the garden safari and scarecrow trail amongst other things. We have scaled it back to make things more manageable next year. We are also welcoming for the first time The Pantaloons who are performing The Complete History of Britain. They have a big following so I would get in quick with your ticket purchases.

I hope you all have a peaceful Christmas and a Happy New Year.

206/25 Finance.

To ratify payments made since last meeting.

Rob Farbrace (MUGA light timer): £235.00

The Change Organisation (new laptop): £833.28

Tim Marsh (kitchen cupboard removal): £142.00

Office & Education (new tables and trolley): £2,538.07

Southern Lightning (lightning conductor check): £234.00

Supermaids (tablecloths): £60.30

Total: £4,042.65

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

These were approved.

To report on income received.

Booking fees: £5,519.35

Events: £217.20
HMRC (VAT refund): £5,761.34
Sum Up (card payment income): £2,536.59
Yaho Catering (Remembrance buffet refund): £199.00
Total: £14,233.48

207/25 To receive the draft minutes of the Finance & Resources Committee meeting held on 20th November 2025 and to discuss any points of note.

The draft minutes had been circulated prior to the meeting.
The draft minutes were received.

208/25 To approve the proposed budget for the financial year 2026/27.

The proposed budget had been circulated prior to the meeting.
The clerk explained that consideration had been given to the employment of additional staff. As the Herne Centre gets busier more staff are required.
Consideration had also been given to the writing of a Neighbourhood Plan and the potential impact of the Local Government Reorganisation.
Members unanimously agreed to approve the budget for the financial year 2025/26 and to submit a precept request to CCC of £271,765.00.

209/25 To receive the draft minutes of the Planning & Highways Committee meeting held on 4th December 2025 and to discuss any points of note, and any other planning and highways issues.

The draft minutes had been circulated prior to the meeting.
The draft minutes were received.

Cllr Blatherwick reported that members had objected to some of the planning applications. 46 Herne Street, members had objected to the impact on the neighbouring property. There is a flying freehold across the two properties.

15 Dean Croft, members had objected to the detrimental impact on the street scene. The proposal would create a terracing effect.

26 Mill View Road had amended drawings. Members objected as per the previous reasons submitted.

Cllr Blatherwick reported that she and Cllr Austin had made a site visit to Herne Street to look at the traffic issues. Installing a yellow box junction on the approach to the roundabout, from the Herne Bay direction, could be a possibility. Members were concerned about the reports being received regarding the risks to pedestrians. Cllr Austin said that the parish council needed to be proactive regarding finding solutions. There was a request for increased signage and the publication of an article in the next edition of the Herne & Broomfield Community News newsletter advising residents of the difficulties at the roundabout. **Action: clerk.**

210/25 To receive reports from council representatives on outside bodies and other organisations.

Cllr Austin reported that he had attended the David Lloyd Club VIP event. He has asked whether the club would be prepared to engage with the parish council as part of its community outreach.

211/25 To receive information regarding any environmental issues, including reports from the Tree & Pond Wardens.

Cllr Lambkin reported that the missing air quality monitor had been replaced.
She had looked at the requirements regarding becoming a butterfly friendly council. From the survey of the Herne Centre garden the parish council already fulfils many of these. The garden contains at least 20 different butterfly and bee friendly plant species already. Climbers are to be planted in front of the willow fencing using donated cuttings. Cllr Lambkin will write an article for the Herne & Broomfield Community News newsletter. She will replant the trough

in Herne Street located by the junction with Albion Lane. **Action: Cllr Lambkin.**

212/25 To approve the Herne & Broomfield Parish Council Grant Awarding Policy and Grant Application Form.

The Herne & Broomfield Parish Council Grant Awarding Policy and Grant Application Form had been circulated prior to the meeting.

Members approved the Grant Awarding Policy and Grant Application Form.

Members asked that the availability of grants be publicised in the Herne & Broomfield Community News newsletter. **Action: clerk.**

213/25 To receive any reports from parish council members.

Cllrs Davis and Maslin reported that Aldi had produced a consultation regarding building a store at Altira Park, adjacent to the David Lloyd Club. To be discussed at the next Planning & Highways (P&H) Committee meeting for a response. **Action: clerk and P&H Committee.**

Cllr Austin reported that the residents of Redrow were pushing hard for a bus service to be provided through the estate. A safety audit had been conducted with representatives of Kent Police. Areas for consideration included the lighting provision and the condition of the underpass. The police were surprised by the levels of inconsistency across the estate and solutions would be explored. The underpass does not conform to current good design guidelines.

Cllr Austin reported that he had produced a report summarising the meeting that was held with Amanda Sparkes, Clerk of Chestfield Parish Council, regarding producing a Neighbourhood Plan. Amanda had shared lots of the documentation that Chestfield Parish Council had produced as part of its Neighbourhood Plan process. Cllr Austin will circulate the report. He suggested that two things to consider would be whether to adopt a Neighbourhood Plan and whether to redraw the Herne & Broomfield parish boundary. Cllr Maslin suggested moving forward with the Neighbourhood Plan and review the parish boundary at later date. The report would be discussed at the next LGR & Asset Working Group meeting. **Action: clerk, Cllr Austin, and LGR & Asset Working Group.**

Cllr Davis gave her apologies for the January meeting and wished everyone a good Christmas and Happy New Year.

214/25 The next meeting of the Parish Council will be on 15th January 2026.

Meeting closed at 8.35pm.