

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 12th June 2025 at 7.30pm, for the purpose of transacting the following business.

Present:

Cllr Davis (Chairman)
Cllr Wilson (Vice-chairman)
Cllr Austin
Cllr Binstead
Cllr Blatherwick
Cllr Checksfield
Cllr Collins
Cllr Davison
Cllr Hill
Cllr Lambkin
Cllr Maslin
Cllr Strong
Michele Nicholson (Clerk/RFO)

107/25 To receive apologies for absence and accept reasons.

Cllr White. Apologies and reasons for absence were accepted.
City Cllr Jones.

108/25 To receive declarations of interest on items on the agenda and requests for dispensations.

None.

109/25 To confirm the minutes of the Annual Meeting held on 15th May 2025.

The minutes were agreed as a correct record.

110/25 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

One member of the public was present.

They reported that speeding across the parish had increased and could a 20mph zone be implemented across the parish. The parish council responded that this is something that is being considered and Kent County Council (KCC) Highways has advised that it would be better to wait until the new road through the Strode Farm development has been completed before pursuing further.

111/25 Chairman's Announcements.

Cllr Davis welcomed County Cllr Mulvihill to his first parish council meeting.
Cllr Davis thanked Canterbury City Council for the grant of £400.00. This has been used towards the cost of purchasing a new larder fridge for the Herne Centre kitchen.

112/25 Police Matters/Crime report. Circulated prior to meeting if received.

No report had been received prior to the meeting.

113/25 To receive reports from County Cllr Mulvihill, City Cllrs Jones and Paget.

County Cllr Mulvihill

County Cllr Mulvihill reported that the new members of KCC were undertaking lots of training. He has been working on the issues raised with him regarding the Herne roundabout and heavy vehicles passing through the village.
He is also trying to source some funding for Herne Windmill.

Regarding the cancelled KCC committee meetings, the new committees are being formed and once completed new meeting dates will be set.

County Cllr Mulvihill said that he would investigate the speeding issues and asked for the name of the KCC Officer that the parish council had been dealing with. The clerk to pass on the details.

Action: clerk.

City Cllr Paget

City Cllr Paget thanked the parish council for organising the Garden Safari. It was a wonderful event.

She reported that she and City Cllr Jones had conducted a walk around the Redrow estate, in response to the complaints of residents regarding the state of the footpaths.

The double yellow lines in Albion Lane have been repainted.

Both City councillors would be attending a CCC public meeting at the Herne Centre on 1st July 2025 at 6.45pm to discuss the future management of Curtis Wood.

The bin audit is due to be completed by the end of June 2025. Any suggestions to be passed on to City Cllr Paget.

More volunteers are needed to enable a Speedwatch to be organised.

114/25 Clerk's Report/Correspondence. Circulated prior to meeting.

The clerk will be on annual leave from 16th until 20th June 2025.

The next assets suggested for nomination as Assets of Community Value are Herne and Broomfield Post Offices, St. Martin's Church Hall, Broomfield URC Church and Hall, Broomfield Pond, and Herne Flower Bed. Canterbury City Council (CCC) has a list of criteria that the nominations received are assessed against, including how the asset improves the social wellbeing of the local community. It is unlikely that Herne Flower Bed could be proved to meet this criterion. The Garden Safari on 8th June 2025 was a great success, with lots of people visiting the gardens. Lots of positive feedback has been received, however one garden reported that they had some plants they had on sale stolen. Approximately 220 adults visited the gardens, raising almost £2,000.00. Thank you to Cllr Jeremy Wilson for undertaking the risk assessments, Cllr Victoria Binstead and her husband delivering the signs, bunting and programmes to the gardens, and Cllr Brian Austin for assisting with collecting it, Cllr Carol Davis's daughter and granddaughter helping in the kitchen, and to everyone else that helped in some way. Particular thanks to the admin assistant for all her hard work organising the events. The next event will be the Treasure Hunt on 6th July 2025.

The cistern for the urinals is leaking, with water dripping into the parish office. The ball valve needs replacing. In the meantime, the water supply to the cistern has been turned off, leaving the urinals unusable.

The repairs to the Herne Centre heating system are scheduled to begin on 30th June 2025 and to take three weeks.

Following the receipt of all the necessary documentation, the two new members of staff have joined the Herne Centre team. Debbie Wright, (Cleaning Assistant) began her employment on 25th May 2025 and Julii Elliott (Weekend Supervisor) began her employment on 1st June 2025. The admin assistant has completed and submitted her first four Certificate in Local Council Administration (CiLCA) Learning Objectives.

Regarding the nominations for Assets of Community Value, members agreed to focus on the assets currently the responsibility of either KCC or CCC, which could potentially be at risk under the Local Government Reorganisation.

115/25 Finance.

To ratify payments made since last meeting.

Admin assistant: pay

VAT payment: £797.03
KCC Pensions: £415.47
Supermaids (tablecloths): £53.55
Goody Ales (bar supplies): £82.80
Access Insurance (Herne Centre insurance): £2,989.56
CCC (Amenities Manager Personal Licence): £37.00
BRB Woodwork (hall floors deposit): £3,224.18
Signs Base (Community Park signs): £627.15
C Gawler (booking refund): £90.00
Total: £8,316.74

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

The payments were approved.

To report on income received.

CCC Precept: £210,140.00
Sum Up (card sales): £1,555.34
Talk Talk (refund): £24.51
Booking fees: £3,270.75
Quiz tickets: £240.00
CCC Grant: £400.00
Herne Centre Cash (sales and booking fees): £2,000.00
Bank Interest: £234.43
Total: £217,865.03

116/25 To receive the Internal Auditor's report.

The Internal Auditor's report was received.

117/25 To agree and approve the Statement of Internal Control 2024/25.

Members agreed and approved the Statement of Internal Control 2024/25.

118/25 To agree and approve the Annual Governance Statement 2024/25.

Members agreed and approved the Annual Governance Statement 2024/25.

The statement was duly signed by the clerk and Chairman.

119/25 To agree and approve the Accounting Statements 2024/25.

Members agreed and approved the Accounting Statements 2024/25.

The statements were duly signed by the Chairman.

120/25 To receive the draft minutes of the Herne Centre Committee meeting held on 29th May 2025 and to discuss any matters arising.

The minutes were not received.

Cllr Davis explained that the Amenities Manager had been unable to finish the minutes.

121/25 To receive the draft minutes of the Planning & Highways Committee meeting held on 5th June 2025 and to discuss any matters arising, and other planning and highways issues.

The minutes were received.

Members made no comments.

122/25 To receive reports from council representatives on outside bodies and other organisations.

Cllr Davison reported that she had attended a meeting regarding having green bridges over public highways. Natural England are working on extending Areas of Outstanding Natural Beauty (AONB).

Cllr Davison advised Cllr Austin that she would forward the information regarding the Herne Bay Parochial Charity and the details of the next meeting on to him.

123/25 Environmental Issues including Tree & Pond Warden's Report.

Cllr Davis said members should have received a copy of the responses to a survey taken by

residents at Broomfield Pond. It may be useful to send a copy to CCC.

Cllr Davis, Cllr Davison, and Andy Harvey cleared a lot of the Hemlock that was swamping the Henge at Broomfield Community Park. Thank you to Herne & Broomfield Allotment Society for the use of their wheeled strimmer.

The front gate needs to be fixed as it is getting increasingly more difficult to lift. It would be helpful to have another set of keys for access.

At the last meeting it was agreed to return the tree nursery to the allotment society. Volunteers are needed to clear the area so that the plot can be used.

Cllr Davis reported that she had received a complaint regarding the steps at the rear of the Community Park. **Action: clerk.**

Members requested that signs are put up warning about the hemlock. **Action: clerk.**

124/25 To discuss the quotes for installing an air conditioning unit in the parish office.

A report had been circulated prior to the meeting.

Cllr Davis said that the Parish Office becomes unbearably hot in the summer months. In workplaces, excessive heat poses health and safety risks, and employers have a legal duty to provide a reasonable working environment.

After some discussion the majority of members agreed to accept the recommendations of the report in principle, subject to the warranty periods of the two manufacturers quoted.

The clerk was asked to obtain quotes for installing blinds for the Velux windows in the office.

Action: clerk.

The proposal for an air conditioning unit for the kitchen has been postponed as it is felt that the unit would not be effective.

125/25 Update regarding the works to the Multi-Use Games Area.

The clerk reported that all the old fencing and posts had been removed and the new posts are being installed. Hopefully, the works on the surface will begin next week.

126/25 Members Reports.

Cllr Strong reported that he had attended an NHS committee meeting at the Queen Victoria Memorial Hospital. Some attendees found it difficult to find the hospital as there are no signs on the A299 to direct traffic.

Cllr Davison reported that she is still registered with the 20s Plenty scheme and asked to be included in any correspondence regarding this.

Cllr Maslin said he was amazed with how busy the garden safari was.

Cllr Blatherwick thanked the staff who were working at the Herne Centre and everyone who opened their gardens.

Cllr Austin thanked the City Councillors for supporting the residents on the Redrow estate. KCC Highways had been contacted regarding linking the footpaths and cycle routes. Stagecoach has been challenged regarding putting a bus route through the estate. Would the Strode Farm development impact any potential bus route.

Cllr Checksfield asked whether the Broomfield Pond survey would be sent to Rebecca Booth (CCC).

Action: clerk. She said that it was a wonderful garden safari.

Cllr Strong reported that 3 vehicles are regularly parking on the pavement near Broomfield Post Office. This is causing visibility issues on the bend.

127/25 The next meeting of the Parish Council will be on 10th July 2025.

Meeting closed at 8.35pm.