

HERNE & BROOMFIELD PARISH COUNCIL

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

To all members of Herne & Broomfield parish.

You are hereby invited to attend the Annual Meeting of Herne & Broomfield Parish Council to be held at the Herne Centre on Thursday 14th May 2026 at 7.30pm, for the purpose of transacting the following business.

Michele Nicholson

Parish Clerk

MEETING NOTICE

086/26 Election of Chairman, signing of Acceptance of Office.

087/26 Election of Vice Chairman.

088/26 To appoint Committees (list circulated prior to the meeting):

- Finance & Resources Committee**
- Environment & Leisure Committee**
- Planning & Highways Committee**
- Community Centre Committee**
- Staffing Committee**
- LGR Asset Working Group**
- Kent Resilience Plan Group**

089/26 To appoint representatives to (list circulated prior to the meeting):

- KALC (Kent Association of Local Councils) Canterbury Area Committee**
- Friends of Broomfield & Herne Ponds**
- Herne & Broomfield Allotment Society**
- Wilder Blean Project**
- Herne Bay Parochial Charity**

To appoint (list circulated prior to the meeting):

- Tree & Pond Wardens**
- Newsletter Editor**
- Press & Social Media**
- Website management**

090/26 To receive apologies for absence and accept reasons.

091/26 To receive declarations of interest on items on the agenda and requests for dispensations.

092/26 To confirm the minutes of the meeting held on 9th April 2026.

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

093/26 To receive the Chairman's announcements.

094/26 To receive reports from County Cllr Mulvihill, and City Councillors Jones and Paget.

095/26 To receive reports from the Clerk and Assistant Clerk, including any correspondence.

096/26 Finance.

To ratify any payments made since the last meeting; payment schedule supplied.

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

To report on any income received; income schedule supplied.

097/26 To receive the draft minutes of the Annual Parish Meeting held on 16th April 2026.

098/26 To receive the draft minutes of the Environment & Leisure Committee meeting held on 23rd April 2026 and to discuss any points of note.

099/26 To receive the draft minutes from the Herne Centre Committee meeting held on 30th April 2026 and discuss any points of note.

100/26 To receive the draft minutes of the Planning & Highways Committee meeting held on 7th May 2026 and discuss any points of note, and other planning and highways issues.

101/26 To receive reports from Council representatives on outside bodies and other organisations.

102/26 To receive information regarding any environmental issues, including reports from the Tree & Pond Wardens.

103/26 To approve the Financial Regulations.

104/26 To approve the Standing Orders.

105/26 To approve the Health & Safety Policy.

106/26 To approve the Website Accessibility Statement.

107/26 To discuss staffing matters: Admin Assistant's contract, and requests to undertake work experience.

To receive an update regarding the Herne Centre Deputy Manager.

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.

108/26 To receive any reports from Parish Council members.

109/26 The next meeting of the Parish Council will be on 11th June 2026.