

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 March 2026 at 7.30pm, for the purpose of transacting the following business.

Present:

Cllr Wilson (Vice Chairman)
Cllr Binstead
Cllr Blatherwick
Cllr Collins
Cllr Lambkin
Cllr Maslin
Cllr Strong
Cllr White
Michele Nicholson (Parish Clerk)

047/26 To receive apologies for absence and accept reasons.

Cllr Austin, Cllr Checksfield, Cllr, Davis, Cllr Davison, and Cllr Hill.
Apologies and reasons for absence were accepted.

048/26 To receive declarations of interest on items on the agenda and requests for dispensations.

None.

049/26 To confirm the minutes of the Council meeting held on 12th February 2026.

The minutes were agreed as a correct record.

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

One member of the public was present. They did not speak.

050/26 Chairman's Announcements.

Cllr Wilson spoke about the social media comments received regarding the precept increase for the 2026/27 financial year. He thanked the Assistant Clerk for the excellent response that she had produced.

The Friends of Herne Mill have a meeting with Kent County Council (KCC) on 24th March 2026 to discuss different ownership options. If members would like to attend, please could they contact Monica Blyth (Secretary of the Friends of the Mill) or the Clerk. **Action: members.**

051/26 To receive reports from County Cllr Mulvihill, City Cllr Jones and City Cllr Paget. County Cllr Mulvihill.

County Cllr Mulvihill reported that the replacement streetlight by St. Martin's Church has now been connected.

The Government Local Government Reorganisation Consultation is live. KCC has submitted its preferred option, including a breakdown of the potential costs associated with implementing each of the proposals.

Numerous complaints from residents had been received regarding the multiple roadworks on routes into Canterbury. KCC Highways had advised that most of these had been logged as emergency or urgent repairs. KCC has the power to review whether these closures were indeed an emergency or urgent and take enforcement action if required.

A Kent Health and Wellbeing Board has been established to oversee strategies to improve health and wellbeing in Kent.

City Cllr Jones

City Cllr Jones reported that the new dead hedge at Curtis Wood was looking good.

Canterbury City Council (CCC) was undertaking a Community Governance Review for Herne Bay, Whitstable and Canterbury, which are currently unparished areas.

CCC will be voting on Regulation 19 of the Draft Local Plan, following which the draft plan will be submitted to the inspector. The draft plan is not expected to be returned to CCC until December 2027. The agreed Local Plan will be transferred across to the new unitary authority.

City Cllr Paget

City Cllr Paget reported that she had attended the Community Groups Day on 7th March 2026 and it was a good event.

She has requested the dates for Speedwatch training so that this can be progressed.

The new litter bins are being installed. She will check they have been sited correctly.

The Canterbury Community Safety Partnership Annual Conference is on 18th March 2026 at the Kings Hall, Herne Bay.

052/26 Clerk's Report/Correspondence.

The report had been circulated prior to the meeting.

Following the Environment & Leisure Committee meeting Canterbury City Council (CCC) was contacted regarding the Sarah-Jayne memorial sign and which supplier it uses for its information boards. CCC will permit the parish council to purchase and install a new sign so long as the parish council is responsible for it. Regarding the information board for Broomfield Community Park CCC uses one of the companies that had provided quotes for the parish council.

The centre dishwasher had to be replaced. There was an issue with the PCB, the wiring had become brittle, and some of the connectors had melted. It was 8 years old. The engineer replaced the PCB and made good what wiring could be repaired, so that it could be used, but recommended that the dishwasher was replaced. A 15% discount off the purchase price was given (£2,780.00 - £417.00 = £2,363.00 excl. VAT), and the cost of the PCB deducted, as it could be reused (£2,363.00 - £414.36 = £1,948.64 excl. VAT). The parts and labour warranty has been extended to 2 years, subject to the purchase of supplies over that period.

The Clerk and Assistant Clerk will be attending the Kent SLCC AGM on 19th March 2026 at Bobbing Village Hall. It will include an update from KALC regarding the LGR.

Reminder that the parking meeting is on 25th March 2026, with 20 people due to attend.

Several residents have contacted the parish council about the newsletter article regarding parking issues. Two have raised objections to planting shrubs on the Broomfield grass triangle. Another resident of Norton Avenue has complained about the parking at school and football times. It was particularly bad on 7th March 2026 due to Herne Bay Harriers holding a football tournament on the Junior School playing fields. The Clerk has responded.

Contacted by a resident regarding the removal of a tree in School Lane on 1st March 2026. They raised concerns about the reasons for its removal, whether the necessary assessments had been undertaken, whether a replacement would be planted, and how it aligned with the parish council's environmental/biodiversity commitments. The resident was advised to contact CCC as the tree would have been removed by a CCC contractor.

Council Tax letters have gone out. Unfortunately, the Tax Base for Herne & Broomfield did not increase as much as hoped. The actual Tax Base for 2026/27 is 3175.62. This means the parish element for a Band D property will be £85.58, an increase of £19.03 (28.60%) for the year (£1.59 per month). Several residents have asked about the increase. The Assistant Clerk has written a response that will be published on the parish website.

Cloud Next was contacted regarding the invoices paid twice. The card payments will be refunded. The card details have been removed from the account, with all future invoices set to be paid by BACS.

The job advert for the Herne Centre Deputy Manager has been publicised again on the social media pages, due to the limited response of three applications, as well as having gone out in the newsletter now. There have been a further three applications within the last two days. A meeting to shortlist for interview will need to be arranged soon.

Cllr Austin has put together a draft initial communication regarding the proposed Neighbourhood Plan, for eventual distribution to residents. The Clerk has amended it so that it will be suitable for an A4 flyer, for review by the LGR Asset Working Group before presentation to full council.

Assistant Clerk's report

The report been circulated prior to the meeting.

I am pleased to report that I have passed Unit 5 of my CiLCA and am now on the final unit which I am hoping to finish before May.

Community Groups Day was a success with 23 groups and organisations attending, which is more than the previous year. We also had more footfall than previous years and being on a Saturday did make a difference. We made £259 profit from the kitchen and thank you so much for all those that helped on the day and with the clearing up. Everyone seemed to have had a successful day.

The spring newsletters have all gone out and we have had quite a few calls from residents about parking issues in Streetfield and Forgefields area with the schools and football. This was exacerbated at the weekend as Herne Bay Harriers held a football tournament so there were a lot of "out of area" attending players and families. Maybe this can be something we can discuss with them going forward as they may have to consider other venues with parking.

We are now looking forward to the Easter Quiz and 30th celebrations. It would be nice to have a table of councillors for the quiz night, so please consider attending if you haven't before, it is a fun night and seems popular.

We have sold 16 tickets for the 30th celebration. We are limited with numbers to 80 so if you would like to attend, please do not leave it too late to buy your tickets.

053/26 Finance.

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

These were ratified.

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

These were approved.

To report on any income received; income schedule was supplied.

Income schedule was received.

054/26 To receive the minutes of the Environment & Leisure Committee meeting held on 19th February 2026 and to discuss any points of note.

The draft minutes were received.

The Clerk reported that CCC was contacted regarding its information board suppliers. They gave two names, one of which had provided the parish council with a quote and was the preferred supplier. Members approved the quote of £2,156.75 to supply an A0 lectern information board. Cllr Strong reported that he had spoken with allotment holders regarding the reported rabbit issues at Broomfield Community Park, as they would be the most affected. The responses he received were that they had seen very few rabbits.

055/26 To receive the draft minutes from the Planning and Highways Committee meeting held on 5th March 2026 and to discuss any points of note, and any other planning and highways issues.

The draft minutes had not been circulated prior to the meeting.

Cllr Wilson read through the minutes.

One item of note was regarding bus routes through the parish. Members would like consideration to be given to routing one of the existing bus routes through the Strode Farm development, and the creation of a new route through the Redrow estate.

Cllr Blatherwick said that the parish council needed to keep pushing for a bus route through the Strode Farm development.

056/26 To receive reports from Council representatives on outside bodies and other organisations.

There were no reports.

057/26 To receive information regarding any environmental issues, including reports from the Tree & Pond Wardens.

Cllr Collins reported that the Friends of Herne & Broomfield Ponds had conducted a successful task day at Broomfield Pond. CCC removed the cut vegetation.

058/26 To agree the purchase of a coffee machine for the Herne Centre.

The Clerk reported that everyone had received the Herne Centre Manager's report and seen the email from the kitchen volunteers.

The recommendation was to purchase a reconditioned machine for £1,500.00 (excl. VAT), with a one-year parts and labour warranty.

There was one machine available that has done approximately 2000 cups. Others will become available, but they have usually done at least 15,000 cups.

Cllr Lambkin provided some comparison figures for a cup of instant and a cup of machine coffee. The profit margin was greater for a cup of machine coffee. Members approved the purchase of a reconditioned machine for £1,500.00 (excl. VAT). **Action: Herne Centre Manager.**

059/26 To discuss and agree a response from the Parish Council to the Government LGR Consultation for Kent and Medway.

The Clerk reported that she had received just three responses from members, with only one answering all the questions. She asked members to send her a reply, even if it is an “I do not know” response.

The Clerk was asked to send out the information again. **Action: Clerk.**

060/26 To approve the following policies: Asset Management, Safeguarding, and Training & Development.

The policies had been circulated prior to the meeting.

Members approved the Asset Management, Safeguarding, and Training & Development policies.

061/26 To receive any reports from Parish Council members.

Cllr White reported that the latest edition of the Herne & Broomfield Community News newsletter had gone out. Cllr Wilson asked whether new volunteer deliverers were needed. The Clerk replied that some volunteers had been lost and new volunteers would be needed for the Strode Farm development. A request for new volunteers to be publicised. **Action: Clerk.**

062/26 The next meeting of the Parish Council will be on 9th April 2026.

Meeting closed at 8.35pm.