

HERNE & BROOMFIELD PARISH COUNCIL

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Minutes of the meeting of Herne & Broomfield Parish Council Community Centre Committee meeting held at Wootton Room, Herne Mill, on Thursday 5th June 2014 at 8.00pm, for the purpose of transacting the following business.

Present: Cllr Davis, Cllr Blatherwick, Cllr Rafferty, Cllr Day, Linda White.

Not present: Cllr Robert Jones, Mabel Wright

22/14	Election of chairman & vice chairman and co-option of 3 residents onto committee. Alan Ratford has asked to step down from the committee due to other commitments. Cllr Davis was voted as Chairman and Cllr Rafferty as Vice Chairman. Linda White, Mabel Wright and Ann Berry were proposed. This was agreed.
23/14	Apologies for absence were received from Cllr Robert Jones, Mable Wright and Ann Berry.
24/14	The minutes of the meeting held on 27th March 2014 were agreed as a correct record.
25/14	Declarations of interests and requests for dispensations. Cllr Rafferty personal interest.
26/14	Matters Arising. None

Public adjournment

The meeting will be adjourned to allow members of the public to speak about items on the agenda.

Name and address to be given

27/14	To report on the progress of the new Community Centre, the progress of the planning application and the tendering process etc. To look at Income & Expenditure to date. The planning application has been submitted and the closing date for comments has now closed. There were 53 comments in support of the application and 34 against a large proportion of those were from St Martin's View, Chapel Row and Herne Street. The majority of objections were based on traffic, parking, and noise issues. There were also concerns about the size of building and comments about it being two storey with windows overlooking etc, which of course is incorrect. The planners have come back with some queries and have also asked if we will agree to an extension for them to determine the application, this has been agreed and the new date for planning meeting is 22 nd July. It was thought that a meeting would be held with the Environment officer to discuss issues around the outside areas, heating system and insulation. The clerk reported that she had spoken to Matt Judge today and he has spoken to Environment Officer who is happy with what was discussed and at the moment does think a meeting is necessary. The parish council agreed at the last meeting that it should go out to tender for the building, this makes grant applications more straight forward and is better for transparency and openness. Epps were in agreement to this decision
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	and an advert was placed in last week's local paper asking for Expressions of Interest and when these are received they will be sent a questionnaire to complete. A meeting will be held with Andrew Walker and Ann Blatherwick to look at who scores the highest and who should be invited to tender. Tenders will have to be returned by a set date and will be opened by the chairman, vice chairman and the clerk. Members will recommend this for full council approval. The clerk raised the issue of noise at the hall and recent complaints and she had asked an electrician to supply a quote for fitting a noise limiter. The one quoted for also has a fire alarm and the quote is for £325, another quote is awaited. It was agreed that provided the other quote isn't lower, the committee would recommend to full council to go ahead with the quote for £325. The clerk reported that the soil investigation would start w/c 16th June, it was agreed that Cllr Rafferty would distribute letters to nearby residents informing them that this is happening. Finance Income to date Hall hire £754.59, grant for professional fees £800, fund raising events £305.70 a total of £1,860.29. Expenditure running costs & maintenance £1,178.73, bingo tickets £7.49 a total of £1,186.22. If the hall managers salary is included in the expenditure the hall is still showing a small profit. It was agreed to recommend to full council that a noise limiter be fitted in the Community Centre at the cost of £325.
28/14	To discuss fund raising events and 100 club. So far there has been a Beetle Drive, Bingo night and Cakes and Craft Fair and nearly £600 has been raised to date. A Nosh & Knowledge and a Valuation Day are planned for later in the year and the clerk is looking into a Race Night as another fund raiser. Alan Ratford had been going to run the 100 club so someone was needed to do this, Linda White volunteered. Cllr Davis was waiting to hear back from CCC as to what licences would be required to run this. Linda is also looking at perhaps organising a treasure hunt for children attending the fun day. She will work with the clerk on this.
29/14	To discuss installing a finger post in car park. CCC have said no to having one in the car park and the clerk has asked KCC for permission to perhaps install on the highway. There was a suggestion that a sign could be attached to the car park signage. This is ongoing.
30/14	To discuss the grant funding. The grant application will need to be submitted by 2nd August therefore time is tight. If not done by then it will be another 3 months. Other grants will also be sought once the Viridor grant is in, the grant for the pre-planning is in and we are waiting to here on that.
31/14	To discuss the issues with the hall manager and employing an additional person to help manage the Community Centre. This item will be discussed without the public or press present, Under Public Bodies (Admission to Meetings) Act 1960, due to the confidential nature of the business being discussed. Cllr Day queried whether a councillor should be treated as a member of the public for the exclusion. The clerk explained that she understood anyone not on the committee was classed as a member of the public. Cllr Davis decided that until the point was clarified with KALC that everyone not on the committee would be excluded. The clerk informed members that she had received a letter of resignation from the hall manager and the reasons why he felt he needed to resign, The clerk did manage to get him to postpone leaving until the end of June as she is on annual leave. Later that week the manager met with the clerk and he stated he had had a

	change of heart and would continue but did not wish to deal with bookings or opening and closing the hall evenings and weekend. Members discussed the reasons and how some of the issues could be resolved. The clerk will contact the hall manager to clarify what the current position is but it was not considered viable to have two people employed to do the job. If he does not want to continue then any applicants will be interviewed by Cllrs Davis, Blatherwick, and Robert Jones and the clerk. This will be early July.
32/14	Members' reports and clerks correspondence. Linda reported that she had attended the AKRE training session for hall trustees, which of course didn't apply at the moment to the current hall. The information provided had been passed to the clerk. She also told members that the hall hosting this event in Pluckley was difficult to find and no post code was available for it.

Meeting closed 9.30pm