

HERNE & BROOMFIELD PARISH COUNCIL

Parish Office, Herne Centre, St Martin's View, Herne, Herne Bay, Kent CT6 7AP
Tel: 01227 742700

Minutes of the meeting of Herne & Broomfield Parish Council Herne Centre Committee held at Herne Centre St Martins View, Herne on Thursday 30th January 2020 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Blatherwick, Cllr Davis, Cllr O'Donnell, Linda White and Carol Gray.

Cllr Davis opened the meeting by sending the councils best wishes to Dale Corley following his accident last week.

01/20	Apologies for absence , received from Cllr White and Joanna McCann
02/20	The minutes of the meeting held on 3rd October 2019 , were agreed as a correct record.
03/20	Declarations of interests and requests for dispensations. None.
04/20	Matters Arising. It was suggested that soup and a roll, or a jacket potato would be available on a Wednesday as a light lunch, this has not happened. The sale of cakes had not increased until recently and there are now more on offer. The sign by Herne PO has been replaced and it is now possible to advertise events etc on there. The wooden floors have been given a light sanding and sealed. The bar extension has been received and a tall step ladder purchased.

Public adjournment

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

None in attendance

05/20	To discuss the final snagging issues on the new building. Most of the snagging has been completed Steve from BEC has been back to adjust the rear doors in the activity room and the arm on the main entrance door the work on the pillar has been done and the problem with the lights sorted. It has been suggested that the cleaners' cupboard in the kitchen could be wrapped which could be red to match the units. Feed in tariff still has not been resolved. The Velux in the roundel is now operational.
06/20	To receive report from James Browning on behalf of the management company. James reported that a new member of staff would be starting next week and she will be looking after childcare in the afternoons, with Dale being off and Sam ? going on parental leave for 6 months, it will be necessary to move staff about to cover the childcare. The bookings are good for childcare averaging 20 a session. Holiday club will run again from Monday to Thursday, there is little take up on a Friday. It is expected that numbers will rise in September. Shorn will continue looking after the morning sessions and coffee and lunches etc. Two new exercise classes are due to start and an evening dance exercise class, which is being supported by Darcy Bussell. The eye clinic has booked more sessions in the Roundel. It is hoped to hold a Charity Ball Feb/March time which would benefit local charities such as Kent Air Ambulance and Strode Park Foundation. Also, a dinner dance will be scheduled to commemorate VE day. Wedding packages were being looked at as the top price one was sometimes considered too cheap and was putting some people off. There were plans to introduce a package which included much more. Overall the centre is well booked, there is still scope for more corporate events. James asked if the parish

	council could look at a building management system to control heating etc. Members are happy to look into this. The monodraught is due for servicing and we will get them to check it is working as it should be. Members also asked if WFCA could provide someone to clean the filters in the aircon units.
07/20	Finance report to end December 2019. (Circulated) The expenditure to 30 th January 2020 is £19,218.15 and the income £18,011.27, there is an amount outstanding from BEC for electric costs during the build, in the region of £2,500-£3,000. Therefore, the Centre is managing a small profit.
08/20	To discuss if there should be any fund raisers for the Centre in 2020. It was decided that the Race Night profits would go towards the Centre. Sarah Bingham will be asked if St Martin's Indoor boot fair was successful, before we consider whether to run one.
09/20	Update on works that have been done and that are still required. As previously stated the floors have been done, painting of the walls is required in most of the public areas. Quotes need to be sourced for this or perhaps a volunteer who would do some painting. A new shed outside, a sturdier one than we currently have and the re-location of this, to also put a drop kerb in to allow the bins to be located off the car park area. Ideas were put forward as to the type of shed and prices will be sought, there was some discussion as to what would be kept in the shed, the clerk told members that garden tools etc needed somewhere to be stored and it was hoped that a gritter could be purchased to use on icy surfaces. The guttering needs clearing, Dale had made a start, but didn't get time to finish. It was suggested that Cllr Day might be willing to take a look and also to put hedgehog brushes for gutters in place to stop them getting blocked.
10/20	To discuss the overall progress at the Centre since opening. Usage is increasing, before and after school and holiday clubs are doing well. Some things like Film Club were not supported and have been cancelled. Looking for other activities that are popular continues.
11/20	<u>To discuss the renewal of contract with WFCA t&c's. 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.</u> This wasn't required as there were not any members of the public present. The draft contract had been distributed. James asked if the finance side could be reviewed annually as the Living wage and pension contribution for staff were increasing from April and the margins were tight especially as WFCA are charged VAT by Parish Council and they are unable to claim it back. Members agreed to this being added. A meeting will be arranged with WFCA to discuss the marketing budget prior to signing the contract. It was a general opinion that marketing could be improved. One member commented that the printed cards for the Christmas/New Year events were expensive and too many printed. Also suggested was the possibility that Christ Church University could possibly have students doing media studies that might come up with ideas for better marketing. There was also a suggestion that undertakers, wedding dress shops etc could have leaflets to promote the centre.
12/20	Members' reports and clerk's correspondence, items for the next agenda. None.

Meeting closed 9.10pm