

HERNE & BROOMFIELD PARISH COUNCIL

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

Minutes of the meeting of Herne & Broomfield Parish Council Herne Centre Committee held at the Herne Centre on Thursday 24th March 2022 at 7.30pm, for the purpose of transacting the following business.

Present:

Cllr Blatherwick, Cllr Collins, and Linda White.

01/22 To receive apologies for absence and accept reasons.

Cllr Davis unwell, Cllr White resigned. Joanne McCann has asked to step down from the committee.

02/22 To receive declarations of interest on items on the Agenda and requests for dispensations.

None.

03/22 To confirm the minutes of the meeting held on 22nd July 2021.

Were agreed as a correct record.

04/22 To report on matters arising from the minutes, not on the agenda, for information only.

The Building Management System is working, but not sure how it has impacted the electricity usage yet.

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

None present.

05/22 Update on monthly meetings between representatives of West Faversham Community Association and Herne and Broomfield Parish Council.

Meetings are attended by James Browning (CEO WFCA), Louise Asekokhai (SLT Community WFCA), Cllr. Ann Blatherwick (Councillor HBPC) and Michele Nicholson (Parish Clerk HBPC). The last meeting was attended by Catherine Colley (Admin Assistant HBPC).

WFCA Update

Bookings have steadily increased and are reaching pre-covid levels. Active Life and Slimming World have not returned, however Kent Fostering are using the centre for meetings and training, and Kent County Council have shown an interest for small departmental meetings.

WFCA are not looking to increase booking prices at the moment but could possibly raise the cost of hiring the Activity Room to £20.00 per hour.

A new Youth and Community timetable has been issued.

Maintenance

Completed: cleaning of guttering, cleaning of drainage channels, removal of pull up bollards and installation of chain, installation of flashing over main hall fire doors, replacement kitchen lights, replacement socket in the Activity Room, thumb turn locks fitted, and installation of some of the door stops.

Outstanding: taps in the disabled toilets, tap in the ladies' toilet, noise limiter, hearing loop in the Activity Room, replacement of the battery packs for the kitchen fire shutters, Herne Centre wi-fi, and door opener for the internal automatic door.

School Run Parking

Staffing for this is proving an issue. The schools cannot provide staff and it is not viable for WFCA to employ extra staff for such a short period of time either.

Other issues

Storage in the Activity Room has been looked at. WFCA can move the light switch in the hallway and build a cupboard to house the children's table and chairs. They can also build a cupboard under the TV, with prebuilt cupboards for the rest of the room. Quotes for the work will need to be obtained.

The inventory of centre equipment needs updating.

There have been a few issues with communication, and with people booking the centre. Any problems to be passed onto James.

Two events will be held in the centre on 3rd June 2022 for the Platinum Jubilee. These are an afternoon tea, and a barn dance in the evening.

06/22 Update on Income and Expenditure for the Herne Centre.

The clerk provided figures for the current financial year. The income is £3,775.86 but does not include the figures hall hire income from January and February, or the 100 Club income due. Income has improved but is still low. The expenditure is £26,951.08, which includes a payment to WFCA of £13,271.41 for the Covid grant, and £2,162.50 for the installation of the Building Management System. In addition, there have been a number of maintenance issues.

07/22 To discuss resident representation on the committee:

The clerk reported that two more residents are needed for the committee. One person was suggested, and the clerk will speak to them and ask. Another resident will still need to be found.

08/22 To discuss plans for the coming year.

WFCA have two events planned for 3rd June 2022 as part of the Queen's Platinum Jubilee celebrations: an afternoon tea and barn dance in the evening.

09/22 To discuss maintenance issues.

There have been a number of maintenance issues, most of which have been dealt with. Need to have a maintenance schedule and list of approved contractors, with a rolling programme of more major works, for example decorating and floor maintenance.

10/22 To discuss plans for the garden.

Cllr Blatherwick reported that WFCA had requested a plot in the garden for the children to plant some flowers and vegetables. The parish council has approved this. Members agreed that the clerk works with the Herne Centre staff to find a suitable space.

Linda suggested the staff contact Herne and Broomfield Allotment Society, as they often have plants leftover. She also suggested WFCA become associate members of Herne Bay Allotments and Gardens Association for £1.00 per year, as this will give them access to the Association Shop at the Eddington Lane site.

The admin assistant reported that the centre staff spoke with Herne Horticultural & Rose Society at the Community Group event, who have provided some seeds and advice.

11/22 To discuss having a Walking Bus.

Cllr Blatherwick reported that because of the parking problems at school times it was suggested that children could be dropped off in the centre car park and walked to school with the Before School Club. The biggest problem is having enough staff for the extra children. The clerk circulated

the figures that James Browning had produced for employing WFCA staff to do this. After some discussion members agreed that it is not a viable option at the present time. The clerk was asked to speak to the Community Warden for some ideas.

Cllr Blatherwick also reported that Canterbury City Council are looking at ways to help with the problems in Streetfield.

12/22 To discuss additional equipment in the kitchen.

The clerk reported that WFCA had asked whether they could put a stainless steel table in the centre of the kitchen, which they will buy. Members agreed, but it must not limit disabled access in the kitchen or damage the floor and have lockable wheels so that it can be moved easily.

13/22 To discuss and review the contract.

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.

As there were no members of the public present this was not necessary.

The contract between West Faversham Community Association and Herne and Broomfield Parish Council is due for renewal next year. There was some discussion about the current contract, which will need to be looked at in more detail later in the year.

Meeting closed at 9.20pm.