

HERNE & BROOMFIELD PARISH COUNCIL

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Minutes of the Annual Parish Council Meeting of Herne & Broomfield Parish Council held at Herne Mill, Wootton Room, on Thursday 13th May 2010 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Day, Cllr Blatherwick, Cllr Davis, Cllr Hobbs, Cllr Taylor, Cllr Brealy, Cllr Sargent, Cllr Vickery Jones, Cllr Whiffen, Cllr Moore and Cllr Baylis.

Absent: Cllr Jones and Cllr Parker

098/10 Election of Chairman. Cllr Day was re-elected as Chairman

099/10 Election of Vice Chairman. Cllr Blatherwick was re-elected as Vice Chairman.

100/10 To appoint Committees

Finance & Resources Committee. Cllr Jones, Cllr Hobbs, Cllr Taylor, Cllr Moore and Cllr Brealy

Environment & Leisure Committee. Cllr Vickery Jones, Cllr Taylor, Cllr Davis, Cllr Sargent, Cllr Parker, Cllr Whiffen, and Cllr Jones.

Planning & Highways Committee. Cllr Blatherwick, Cllr Baylis, Cllr Hobbs, Cllr Taylor, Cllr Sargent and Cllr Moore

101/10 To appoint representatives to

KALC Canterbury Area Committee: Cllr Brealy and Cllr Hobbs

Friends of Broomfield & Herne Ponds: Cllr Davis and Cllr Hobbs

Youth Club. Cllr Jones and Cllr Taylor

Street Monitors: Cllr Jones and Cllr Taylor

Police Forum: Cllr Vickery Jones

PACT: Cllr Taylor and Cllr Moore

Allotment Society: Cllr Davis and Cllr Blatherwick

Joint Transport Board: Cllr Brealy

To Appoint

Tree Warden & Pond Wardens: Cllr Davis tree warden and Cllr Davis and Cllr Hobbs Pond Wardens

Newsletter Editor: Cllr Davis

Press Officer: Cllr Davis

Web site manager: Cllr Davis

102/10 To receive apologies for absence and accept reasons. Cllr Jones who is ill and Cllr Parker whose father in law has been taken into hospital. Reasons accepted. City Cllr Sonnex.

103/10 To receive declarations of interest on items on Agenda. Cllr Sargent 121/10 personal, Cllr Moore 124/10 and Cllr Vickery Jones 117/10.

104/10 The minutes of the meeting held on 8th April 2010 were agreed as a correct record.

105/10 To report on matters arising from the minutes, not on the agenda, for information only. The parking machines in School Lane car park have been changed no charges apply between 6pm and 7am. There has been a request made to CCC that the free charge continues until 8-30am in line with the other car parks. This will go into the next review.

ADJOURNMENT FOR MEMBERS OF PUBLIC TO SPEAK

Members of the public to identify themselves, and confirm they are resident in the parish.

Six members of the parish attended the meeting 5 of which spoke about noise and anti social behaviour at the Upper Red Lion.

106/10 Chairman's Announcements. The Chairman told members that the parish council has been reaccredited for Quality Council. He also congratulated PCSO Suzie Waldie on her forthcoming wedding. There was also a reminder to all members that all communications to other authorities etc should be done through the clerk. If a member wished to make representations on anything it should be done as an individual. Cllr Day also congratulated Cllrs Blatherwick and Hobbs on their 100% attendance record.

107/10 Warden's Report. The main problem in recent weeks is a marked increase in

graffiti. Every effort has been made to address this. Residents who have graffiti damage to their borders and fencing are being contacted.

If graffiti is present on private property, then Canterbury City Council, need written permission from land owners to remove. This is a simple matter of requesting and then returning a disclaimer form from the council. Once this is in place, removal can be carried out.

With the co-operation of resident's work has started and is, making an impact on this problem and work is continuing towards a satisfactory conclusion.

Where graffiti exists on public or council owned land Canterbury need no such bureaucracy and it can be removed simply by making a phone call to Serco. In addition to this together with PCSO Waldie we have removed a large amount of tagging earlier this week, with graffiti removal wipes, supplied by Kent Police. We intend to continue with this task.

A talk to the Children of Herne Juniors regarding graffiti is planned, although it is highly unlikely that junior school children are the culprits but it may well be the case that their older siblings are and this may help to drive the point home.

A high level of visible presence is now taking place as summer is on the way. There is the perennial problem of youths camping in Curtis Wood, and Tom will be working some late evening's, the first of which is next week, in order to combat this problem.

108/10 Police Matters/Crime report. PCSO Suzie Waldie reported 1 vehicle crime, 2 burglaries and 11 criminal damage most of which was graffiti. The police were aware that there had been campers in Curtis Park woods and Suzie had removed a tent and its contents which is now at HB Police station. Residents have been asked to report any sign of campers to the police as well as CCC and regular patrols will attend the area. Speed checks have been carried out in Canterbury Road, Broomfield Road, Hawe Farm Road, School Lane and Margate Road. There were no speeding vehicles at that time. Community engagement is also ongoing.

109/10 To receive reports from County Cllr Marsh & City Councillors. City Cllr Sonnex has another meeting and has sent a written report. She is pleased to see that Margate Rd is being repaired at last. It's a shame the craters in Broomfield Rd have not been repaired yet.

With regard to the elections, there was a very good turnout. The polling station at Broomfield Church Hall had quite long queues for several hours early evening.

The gentleman who runs the Neighbourhood Watch area that covers part of The Meadows estate is standing down after a number of years. Depending on what is involved Sharron & Bob are looking into the possibility of taking on the role, but it would depend on a number of factors.

Finally, she congratulated the Parish Council on being reaccredited as a Quality Parish Council. She looked on the QPC website and discovered it is quite an achievement.

City Cllr Vickery Jones reported that he had secured funding from County Cllr Marsh and CCC for the anti graffiti paint in the underpass. Blacksole bridge was an ongoing problem, There is a possible solution that he is looking into but that needs some funding for this. KCC has been asked to install larger signs at the bridge. CCC has held their Mayor making ceremony. The new mayor is Pat Todd, the Sheriff is Sally Pickersgill and the Lady Mayoress's charity this year is Strode Park.

County Cllr Marsh congratulated the parish council on their reaccreditation for Quality Council. Following the election there appeared to be a slight change of attitude at County Hall. KCC plan to keep all front line services. Local strategy is the way forward especially regarding health and schools. Alan reported on the meeting held with the two head teachers and also that property services were going to supply a large scale plan of the school area for the next meeting in June. The situation regarding potholes was ongoing and School Lane will be resurfaced in August. He had attended the Mayor making at Canterbury and congratulated the outgoing Mayor who had attended 500 events during the year.

110/10 Highways Follow up on mobile speed signs. Cllr Marsh was asked if there was any progress on the signs. The situation is that the cost will be about £32,000 and when the funding has been secured there will be 6 signs to share amongst the parishes.

Report on meeting held with head teachers of both schools. A meeting was set up with the head teachers of the Infants & Junior Schools, County Cllr Alan Marsh, City

Cllr Vickery Jones and the clerk. Cllr Vickery Jones asked Sally Houston to attend she is currently covering for Bob Pollard Parking Services Manager. Several options were discussed and all had their problems. County Cllr Marsh suggested the American system of a snake be tried; this means vehicles travel very slowly one behind the other, dropping children at a designated point into the care of a dedicated member of staff. This system will require land as the proposal is to have a separate entrance and exit. Neither of the head teachers were happy about the use of school land for this option. Mrs Wilson was not convinced that she could support this suggestion as she and her staff were committed to parents being able to talk to staff when they drop or collect their children. County Cllr Marsh suggested that details of how many children live within 2 miles of the school were needed and that a map be used to look at the possibility of having enough space to have an entrance and exit etc. This meeting has been arranged for June. There was also discussion on obtaining land for parking. Suggested that in the short term it may be possible to have a single yellow line to restrict the length of time parents can park, this system has been used around Reculver School and been successful. Alan asked about enforcement and Sally said that in the first couple of weeks it would need to be enforced every day after that it would be periodically. Peter Vickery Jones thought that in the short term if this could be done then it was worth a try. It would not affect residents who have visitors outside of school times but they would not be able to park on the road during those times. Residents do have driveways therefore this should not be a problem. If this system is possible there will be consultation.

Report on the meeting held with KHS. County Cllr Alan Marsh, Liaison Officer Richard Dixon and Highways Officer Steve Rivers, Cllr Blatherwick and the clerk all attended. The state of the roads in the parish was discussed and both Richard and Steve agreed that they were really bad in places. Steve Rivers explained about how the system that was now in place, worked. Currently there are teams in place who are concentrating on repairing potholes. These teams were from independent companies and were not part of Ringways. The potholes have been categorised, red, yellow and green. The reds are being repaired first as they are considered to be the worst and the whole length of the road will be examined and all the bad potholes in that road will be filled. When the high priority roads have been repaired then the teams will move onto the yellow roads which are not such high priority and eventually the green ones will be repaired. School Lane will have the worst potholes repaired but will be regraded and resurfaced in August. It was agreed that many of the roads needed resurfacing but there is not the funding for that to be done. The clerk requested that the middle section of Gorse Lane needed to be resurfaced and was told that provided the funding was available then it would be done this year. It is hoped that all the works will be completed by the autumn. The weather during the winter months had certainly taken its toll on our roads and due to the fact that many roads were built a long time ago and were not designed to take the sort of traffic that is currently using them, they needed rebuilding. County Cllr Marsh assured those present that there would be the funding for repairing all potholes. Dangerous potholes will be repaired within 24 hours and it needs to be made clear when they are reported that they are dangerous. Salt bins were discussed and any that are damaged or not fit for use will be replaced by KHS. The clerk was asked to report any that are in poor condition. The two new ones will be installed in September at the junction of Bogshole Lane and Margate Road and also Hunters Chase. County Cllr Marsh asked the clerk to send him the list of outstanding jobs reported on the portal. Following the meeting Steve Rivers looked at the proposed site for the water trough. He provided the clerk with a plan of the area and marked the spot where the trough would be sited, this would then be sent to Dennis Button to ask for a license to place the trough on the site. Serco would have to be asked to site it as they are the licensed contractor. Hopefully this will be straightforward. There will not be a charge for the license but a risk assessment needs to be carried out, this will be done when the clerk returns from holiday. Cllr Davis told members that a lot of the problems with potholes was the quality of previous adjacent repairs often carried out by the utility companies.

111/10 Planning Matters

Receive Planning & Highways minutes of meeting held on 29th April 2010. Cllr Blatherwick asked if there were any questions on the minutes that had been circulated. There were none. Cllr Blatherwick reported that a planning meeting was to

be held on 14th May and there was a new application for 36 Broomfield Road which would be discussed.

112/10 Finance

To ratify payments made since last meeting. £12.58 NALC, outstanding invoice.

To approve payments presented at this meeting; schedule and bank reconciliation supplied. These were both approved.

To report on income received. Total of £92,347.70. Concurrent funding £6167.50, Precept £83,956.00, VAT refund £173.31, Donations £1,544.00, Newsletter advertising £399.00, Events £20.00, Bank interest £1.27, 14 day £77.62, Sales £9.00.

Receive minutes of Finance & Resources Committee meeting held on 23rd April 10 and discuss and approve any recommendations to Terms of Reference and Financial Regulations. **The Financial Regulations were approved.** Cllr Davis requested that the alteration to the Terms of Reference be reworded to say 'the clerk's appraisal will be carried out by the Chairman of the F & R only, unless the clerk requests an additional person be present'. This was approved.

To appoint the auditor for the coming year. **Kevin Funnell was re-appointed.**

Year-end audit report. Kevin Funnell reported that once again he found the record keeping to be accurate and of a good standard. The new system has been well operated during the year and the reports produced have been accurate.

To agree and sign the Annual Statement of Accounts, Annual Governance Statement and Statement of Internal Control. **Following the report from the F & R committee these were approved.**

113/10 Pond/Tree Wardens Report Cllr Davis reported that she had met up with CCC officers and the Green Flag judges at Curtis Wood Park. This is an Environmental Award. She was meeting with Dan Binfield to discuss the possibilities of having the Community Park designated as a Local Nature Reserve. There was a task day at Goldspots Pond and another will be held at Broomfield Pond on Sunday 16th May.

Cllr Hobbs reported that preparations were going well for HB in Bloom. Chippings had been given away free in Herne Bay on 8th May and there will be a plant give away on HB seafront next week. It was hoped that troughs would be placed on some railings in the town. Herne was to be included in the judge's route. A table had been donated to go with the bench at Broomfield Pond

114/10 Clerk's Report/Correspondence. The clerk reported a busy month with preparations for Garden Safari and Fun Day which are well underway and of course the various meetings with Highways, solicitor, the schools, allotment association as well as the committee meetings. Also the newsletters, which have now been distributed, the clerk thanked Cllr Davis for her hard work. The end of year had had a few problems as the accounts package which doesn't want to recognise payments in and out of earmarked reserves and the figures had to be manually adjusted to get the general reserve figure correct. This will hopefully be corrected by having a revision written into the programme before the next year end. The clerk told members she would be on annual leave from 17th May the office would re-open on 1st June. Cllr Taylor will monitor the post and answer phone and Cllr Davis the emails.

Correspondence

Letter and Certificate for Quality Council accreditation. KCC Highways details of weather damage to roads and how this is being dealt with. An email has been received from a film company who are looking to film a group of BMX riders and track their progress all the way through to an end of season competition. It was agreed the clerk should progress this and also check insurance liabilities etc and ask for the parish council to be included in the credits.

115/10 Reports from council representatives on outside bodies (KALC, Street monitors, etc). KALC Cllr Hobbs had attended with Cllr Sargent. Alan Riley from KCC had been the speaker and he spoke about weed control and cutting regimes. He was asked about ragwort and told the meeting that KCC had no legal obligation to control ragwort. Cllr Brealy told members he was seeking advice from NFU on this matter. PACT Cllr Moore reported that the last meeting had been constructive and was attended by PCSO Waldie, PC Horan and Sargent Bassant, they were going to arrange a public meeting in order to try and get more residents involved. Dog fouling and the camping at Curtis Wood were discussed.

- 116/10 To report on Youth Club.** Cllr Taylor reported a good evening at the club with 5 new members attending. She also reported that the youth worker who attended had little control and did not organise anything for the youngsters. Cllr Vickery Jones would look into whether any feedback is sought from organisations using the youth workers and look into the matter on the youth clubs behalf.
- 117/10 Report from Environment & Leisure meeting.** Village Signs. Cllr Vickery Jones supplied the designs that he has put together and told members that each sign would cost £580 to make including the oak post and £100 to install. This was comparable to other signs advertised which didn't include design costs. It was agreed to ask Peter Vickery Jones to go ahead with making the signs. Other costs for the oak posts would be sought by Cllr Davis. **Full council agreed this expenditure**
- The 700 year celebrations. The clerk reported that Cllr Moore has not yet got any definite entries for the tournament and the closing date is 14th May. Cllr Day told members there would also be deadline by KCFA which he thought was 14 days prior to tournament. Members asked for a copy of the letter and a list of clubs contacted to be brought to the full council meeting. The clerk reported that the design of the floral display had needed to be changed as the original one was too detailed. It would now have St Martin's in Herne at the top, 700 in the centre with crosses in the 00's and Herne & Broomfield pc at the bottom. Serco had said it is unlikely that they will be able to plant it up in time for the Garden Safari. It is hoped to enter it into HB in Bloom. The clerk reported that she was progressing with the horse trough permissions and that a license from KHS was required and she needed to carry out a risk assessment to send with the license. There would not be a charge for the license. The 4th July was discussed and it was agreed the Parish Plan Group and the Parish Council would have a joint stall and have pictures of what has been achieved etc. It was also agreed that there would be the key game and buzz to give the children something to do while their parents looked at the boards. There was a suggestion that as this year's carnival float was celebrating the 700 anniversary that it is taken to the fete. This was agreed. The theme will be the churches Horrible Histories. Members will be asked to help out on the day.
- A report was given on the meeting with the Allotment Society.
- The Garden Safari and Fun Day. The clerk reported that all was going well with the Garden Safari although the risk assessments needed to be carried out. The Fun Day preparations were going well although both the clerk and Cllr Parker reported that funding and prizes were proving difficult to get. The clerk had received a request to bring trampolines along to the fun day, the committee decided not to approve this. The clerk reported on what had been booked so far and on bookings received. A hog roast was suggested, Cllrs Davis and Parker will get details.
- Cllr Davis reported on the meeting at Broomfield with a representative of the Forestry Commission with regard to the rabbit problem. It was suggested that rabbit fencing was not only expensive but very unsightly. The option was to replace the covers on the trees that were still alive with larger ones pushed into the ground and that the dead trees be replaced in the autumn. A meeting will be arranged with Deacons to discuss this.
- To discuss the provision of more dog bag dispensers and poo bins. The clerk reported that the dog bag dispenser at the Community Park seemed to be having the desired affects. The clerk was asked to contact Chris Wallis to see if CCC would install a dispenser in the Curtis Wood Park area or Curtis Wood Road. An additional bin has been requested on the island at junction of Ridgeway and Busheyfields Rd.
- Cllr Parker reported that he had made an attempt to repair the flashing lights on the CCTV cameras at Broomfield but the battery had only lasted a couple of days, it was work in progress. The clerk was asked to contact Richard Griffiths to ask if the changing rooms in Cherry orchard were to be upgraded.
- 118/10 To confirm delegated powers using LGA 101 to Planning & Highways Committee using the Terms of Reference currently in place.** This was confirmed.
- 119/10 Update on 700 year celebration activities.** Football Tournament, Cllr Moore reported that as yet no bookings had been confirmed all the teams in the East Kent Youth Football League had been sent letters and everything was in place apart from the teams. Cllr Blatherwick told members that at a recent meeting for the 700 year celebration the Scout leader had said he had received a phone call and nothing more and the schools also said they had not been contacted. There were discussions on the

charges to the clubs. Cllr Day asked for the list of teams contacted and he will write again on headed notepaper inviting the teams. Also schools and other organisations were to be invited. It was agreed that the parish council would sponsor the event up to £500.

Flower bed as stated in the E& L report the design needed to be changed. The carpet bed will not arrive until late June. It was agreed at E & L meeting that there would be a combined stall with the parish plan group. This would be an information stand and there would also be a couple of games for people to play, this will hopefully cover the cost of the stand for the day. 4th July. All members will be asked to attend on the day. It was also decided that the carnival float would be ready by the 4th July and would be taken along to the fete as the 700 years is the focus of the float this year.

120/10 To discuss and decide on whether the parish council should produce flyers for Friends of the Ponds at cost. The parish council has been asked to produce flyers for Friends of the Pond at cost. It was agreed that the parish council would print 400 flyers and would not charge for supplying them.

121/10 To discuss the problems with Licensed premises in Herne. Cllr Moore told members that he had received complaints regarding noise nuisance outside the Upper Red Lion in Herne. It appears people are coming in from Herne Bay and gathering outside the pub especially the under-age ones. Cllr Sargent reported that he had been at the pub on the previous Saturday evening and the landlord had called the police because he was concerned about the youngsters congregating outside. Cllr Vickery Jones told members that both the Licensing and Environmental Health Departments would need evidence before they can take any action. Residents need to contact their ward councillors as they are able to take the matter back to the officers concerned. The parish council will inform the licensing department that residents have complained and Cllr Vickery Jones will look into the matter with the relevant authorities.

122/10 Update on allotment lease and meeting with Allotment Society. A meeting was held with the Allotment Society between the committee, Cllr Day and the clerk. The meeting was arranged to iron out some of the misconceptions that appear to have arisen since the committee was formed. Cllr Day explained that ultimately the allotments were the parish council's responsibility and that the Association were running the allotments on behalf of the parish council and collecting the rents on their behalf. The parish council is happy to allow the Society to set the rents and collect them but expects them to cover the cost of the rent currently £750 pa. It was also explained that the parish council would nominate 2 councillors who would be committee members in order to report back to the parish council. The audited accounts of the society will be sent to the parish council. Planning consents were discussed and it was again pointed out that this would be done by the parish council and any costs for both this and the lease would be paid for by the parish council, this would not come out of the allotted £10,000. The lease was discussed and the clerk told the meeting that in order to have a 25 year lease the land needed to be registered to the church. If this was not possible the longest the lease could be is 7 years. The Allotment Society committee seemed satisfied with what had been discussed. Cllr Davis told members she had attended a committee meeting which had followed the meeting with the parish council and the atmosphere was much more relaxed and the Society were happy that the issues had been clarified. The clerk reported a problem with registering the land and it was agreed that the lease would be sought for the 7 year term and the PCC would be asked for a letter of intent that they were prepared to extend the lease for another 7 year period at the end of the current term. Cllr Day reported that he was amending the Agreement for the Allotment Society and Cllr Brealy reported that the area had now been sprayed.

123/10 To resolve to approve the sending of agenda's etc via email. The new Standing Orders require a resolution to send agenda's etc by email. **This was approved.**

124/10 To discuss the relevance of PACT. Cllr Vickery Jones withdrew this item.

125/10 Members Reports Cllr Moore reported that the garden Safari would be advertised in the Daily Doings. Cllr Sargent reported problems with the dropped kerbs outside the Institute Hall. Cllr Vickery Jones reported that he and Cllr Blatherwick had attended a Rotary meeting to talk about the parish council, he like their motto very much 'Service before self'. Cllr Davis asked about the Brainstorming session. Cllr Day will sort out dates and this will be agreed at the next meeting.

- 126/09 An opportunity to propose items for the next agenda.**
127/09 The next meeting of the parish council will be on 10th June 2010
7-30pm at Wootton Room Herne Mill.

Meeting closed 9-55pm