

HERNE & BROOMFIELD PARISH COUNCIL

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Minutes of the Parish Council Meeting of Herne & Broomfield Parish Council held at Herne Mill, Wootton Room, on Thursday 8th December 2011 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Day, Cllr Blatherwick, Cllr Davis, Cllr Hobbs, Cllr Sargent, Cllr Brealy, Cllr Tracey Jones, Cllr Robert Jones, Cllr Taylor, Cllr Tobin, Cllr Harvey, Cllr Moore, and Cllr Nicholson.

- 227/11** To receive apologies for absence and approve reasons. City Cllr Vickery Jones.
- 228/11** To receive declarations of interest on items on Agenda. Cllrs Davis & Hobbs 236/11 donation to Friends of the Pond.
- 229/11** The minutes of the meeting held on 10th November 2011 were agreed as a correct and accurate record.
- 230/11** To report on matters arising from the minutes, not on the agenda, for information only. None

ADJOURNMENT FOR MEMBERS OF PUBLIC TO SPEAK ON ITEMS ON THE AGENDA. (ANYTHING ELSE AT CHAIRMAN'S DISCRETION)

Members of the public to identify themselves, state their name and address

9 Members of the public attended

- 231/11** **Chairman's Announcements.** The chairman told members he had received an invite to the Lord Lieutenant of Kent's annual Civic Service, if any members wish to attend please contact the clerk.
- 232/11** **To receive reports from County Cllr Marsh & City Councillors.** City Cllr Sharron Sonnex told members that she had reported the lamppost in Broomfield Road that was leaning at a dangerous angle. County Cllr Marsh told members the interactive sign was back in Broomfield Road, he also reported that CCC had approved the Concurrent Funding Grants for next year and they would be paid in full. He is hoping that the 50mph signs on A291 will be in place by early January. The Panto tickets have sold out. The Remembrance service held on 13th November was the best to date.
- 233/11** **Police Matters/Crime report.** PCSO Sue Radcliffe sends her thanks to Cllr Davis for the article about the new police non emergency contact number, in the latest parish news.
- 234/11** **Wardens Report** Response warden Alan McDonald sent a report. Arden Rd / Dean Croft update. Leaflets were delivered to houses surrounding the green asking for information about any incidents of anti social behaviour on the green that residents had experienced. The green is owned by KCC and maintained by CCC. KCC had never received any complaints over the use of the green.
To date 5 replies out of a total of 40 leaflets have been received, 2 of these replies were positive about the children playing on the green saying it was a safe place for them; the others were concerned with children playing noisily on the green, leaving litter and riding bikes on the road with little concern for passing cars.
We followed up with another leaflet drop asking residents to report anti social behaviour incidents directly to KCC Highways which has resulted in a visit to the area by a KCC Highways Inspector who will assess the green. There will be another report when anything else is known.
Youth Services will be visiting again in the Spring with a view to doing something about cycle safety with the children.
From my recent patrols in the area he has noticed a couple of untaxed vehicles, both were reported to DVLA. Both are now taxed.
He spoke to Street Scene at Canterbury council regarding the provision of a dog poo bin in Ridgeway Road. There is no money available for these at CCC.

- He is still making regular visits and walking around Herne and Broomfield approx one half day a week, and is not aware of any other issues at the moment.
- 235/11 Planning and Highways matters.** Receive draft minutes of Planning & Highways meeting held on 29th November. All members have received a copy. Cllr Blatherwick asked members if there were any questions on the minutes, there were none. She spoke about the response from Highways regarding the accidents on A291. She had received a call from a resident who spoke about a travel plan to get the children to school from Canterbury Fields. The footway (pavement) is in need of work.
- 236/11 Finance**
 To ratify payments made since last meeting. Cheque to Strode Park for £1,585 S137 expenditure, Will Lee football coaching sessions £350.00, Chartham village hall hire £22.50 and Laser Rush deposit cheque £54.00, (youth club). These were approved.
 To resolve the approval of payments presented at this meeting; to approve bank reconciliation and earmarked reserves as supplied. These were approved.
 To report on income received. £401.97 Quiz night.
 Request for donation from Friends of the Pond towards insurance. This is for £317.04. This was approved S137. Cllrs Hobbs and Davis did not vote.
 Request for parish council to cover the cost of hiring a Cherry Picker to replace Christmas lights at St Martin's approx £252. This was approved S137.
- 237/11 Environmental Issues including Tree & Pond Warden's Report** Cllr Davis reported that CCC enforcement were looking into the Wildlife area in Cherry Orchard. Several members of the Friends of the Pond had marshalled in Curtis Wood Park while the scrub bashing machine was being used. There had been an application for tree works at 8 Ridgeway Walk this was to reduce it back down again and was approved. Children from Broomfield Ducklings had planted 25 trees at Broomfield Community Park.
- 238/11 Clerk's Report /Correspondence.**
 The clerk reported that it had been a busy month, the Winter edition of the newsletter has now gone out, thanks to Cllr Davis for getting this to the printers.
 The quiz night held on 12th November went of very well and was enjoyed by all those who attended and £507.49 was raised for the Community Centre. The clerk thanked Cllr Nicholson and his family for all their efforts with organising this event.
 The remembrance Service held at St Martin's Church on 13th November was very well attended, Cllr Day laid a wreath on behalf of the residents of the parish and the parish council.
 The clerk attended the SLCC Conference in East Grinstead on 30th November and all members have received the report.
 The clerk had attended a Pension Forum meeting at Ashford. The changes to the Local Government Pension scheme are still under negotiation with the unions, but the suggested changes will be complicated to administer. The retirement age is being crept up and will be 68 from 2044 and will affect anyone born after April 1977. From October 2012 all employers are to automatically enrol eligible workers into a pension scheme that meets quality requirements, however it was announced last week that employers with 50 or less employees will not be required to enrol until 2015. There will be a lot more paperwork to fill in when the new schemes are implemented, and if employees want to opt out once they have been enrolled in the scheme, this whole process will need to be done every three years. The website was covered as there have been major changes and it will have areas for both employees and employers. As seems to be the trend with the new legislation much of the fine detail is missing, so its watch this space.
 The cheque presentation evening went very well and a cheque for £1,585 was presented to Tracy Barden for Strode Park. Many thanks to Cllr John Nicholson for cooking the hot food for this event, it went down really well and to other Cllrs for supplying cakes. £48 was raised through the raffle.
 Another meeting was held with Tracy Barden regarding the Diamond Jubilee event

and all members have received a copy of the report on that meeting.

The water meter has been fitted at the Community Centre, it was a good job we managed to get the Landrover moved as the stop cock is right where it was parked. A fridge has been donated and this has been PAT tested, thanks to Cllr Taylor for getting the fridge and Cllr Nicholson for picking it up. Viridor have asked that we cover the cost of the charge that they want on the property before they will pay out the grant awarded, this is £200 plus VAT. This was approved.

The clerk reported that she had received a call from a resident who had been carrying out some work in the churchyard and spoken to someone who said who was carrying out a survey on behalf of Tesco. The clerk has spoken to the senior planning officer and he has confirmed that no planning consent would be required for the change from a pub to a retail shop. There would be consent needed however for major external changes. (Cllr Robert Jones told members that Tesco had purchased a pub somewhere else and turned it into flats.)

The clerk reported that she thought Peter Gray should be CRB checked as he could find himself alone with children at the BMX track, he is willing to be checked.

The clerk reminded members that it is the children's Christmas party on Sunday afternoon and that she had secured a £100 grant towards the cost of the children's party. She wished all members a Happy Christmas and thanked them for their gift.

Correspondence

Email from Paul Parker re the Christmas float.

- 239/11 Reports from council representatives on outside bodies (KALC, Street monitors, etc), any meetings attended by members on behalf of parish council.** A written report on KALC AGM had been circulated to all members. One of the main topics was the proposed closure of some fire stations in particular Sturry which was manned by retained fire fighters. Cllr Brealy said it was a good day and gave a chance to network.
- 240/11 To report on Youth Club.** Cllr Taylor reported a new member had attended and the youngsters will have a Christmas outing to Lazer Rush.
- 241/11 To report on Youth Council meeting.** The last meeting was disappointing with only 1 person attending but Cllr Nicholson said he would persevere and was sure that as word spread membership would improve. The next meeting is 10th December and before the January meeting he hopes to get some radio coverage to advertise it.
- 242/11 Report on the SLCC Conference attended by the clerk.** Report supplied to all members. No questions on this.
- 243/11 Receive draft minutes of Community Centre Committee meeting and approve recommendations put forward.** All members have received a copy. The Terms of Reference were approved but this would require alterations to a couple of the Terms of Reference for the Environment & Leisure committee, regarding fundraising events and recreational facilities. It was agreed that the hall would not be hired for birthday parties for 15 to 21 year olds as there were concerns as to how well these would be supervised. It was also agreed that it could not be used for hen or stag parties and that band practise should not be allowed. The clerk raised the issue of the existing booking for 10th December and it was agreed this should be allowed but would be the last. All hirers must finish at 10.30pm on Sunday to Thursday and 11pm on Friday and Saturday there will be 30 minutes clearing up time. It was recommended that if a hall booking was just for an hour that it could only be booked up to 7pm otherwise the cost for the evening would need to be covered (3hrs). This was also agreed. The committee also approved the recommendation that allotment holders will vacate the premises on 17th February and that the clerk will write to them reminding them of the date and that anything left on site after this date will become the property of the parish council.
- 244/11 To minute the support for CCC's proposal to make Cherry Orchard a Field in Trust.** All members have received a copy of the report. Members supported Cherry Orchard becoming a Field in Trust because of the protection this would give it.

- 245/11 To update members on the progress of the lease for the allotment site.** The clerk said she was pleased to say that progress has been made. A draft Management Agreement has now been sent to the Allotment Society for approval and signing along with the Allotment rules. These have been put together with National Allotment Society and Paul Clayden who have both advised the parish council. The clerk has been informed by the solicitor that because the Landlord is insisting on granting a Lease which does not entitle the parish council to have a new Lease at the end of the term and another procedure is required to take place. This procedure is required by the Landlord & Tenant Act 1954 regarding the exclusion of the Lease from the automatic renewal procedure at the end of the Lease term. It involves the Landlord or Mowll & Mowll serving a warning notice about the L & T Act 14 days before the commencement of the term and the clerk swearing a Statutory Declaration that we are aware of the provisions of the Act during that 14 days. The final version of the lease will be sent for signing as soon as the land has been registered with the Land Registry. National Allotment Association has been helpful and Cllr Davis has suggested taking out membership for a year as this could be useful. They will not give any further assistance if we are not members. This was agreed. The clerk also reported that the agreed costs had increased and that the parish council had been asked for an additional £300. The clerk has gone back to them and stated that the delays have mainly been with the Diocese and asked that they pay the extra cost. Members approved an amount of up to £1,200 to cover these costs if need be.
- 246/11 To discuss the Strategic Housing Land Availability Assessment.** Cllr Blatherwick reported that this had been discussed at the Planning meeting and all members had received a copy. It was, in effect, a wish list from developers, they put forward areas of land that they would like to develop in the hope it will be incorporated into the Core Strategy. CCC will need to consult once they put together areas for development to go into the Core Strategy. Cllr Moore reported he had attended a meeting at CPRE who advised that the council should be aware of what is happening and ready to act if necessary.
- 247/11 Members Reports.** Cllr Moore reported youngsters climbing on the roof of the new changing rooms.
Cllr Tobin asked about letting off fireworks at other times of the year not just 5th November.
Cllr Sargent had been asked to deliver a present on the Santa Float to a youngster in Bullockstone Rd, (this would be provided).
Cllr Robert Jones congratulated Cllr Sargent on the painting of the float.
Cllr Blatherwick thanked everyone for their kindness following the death of her mother.
Cllr Davis showed members the pictures of the new steps at Broomfield Community Park.
Cllr Hobbs reported that she had attended a HB in Bloom meeting and that daffodil bulbs had been planted around Herne Bay also that Herne Bay had been invited to enter Britain in Bloom.
Cllr Breal reported that the fly tipping in Owls Hatch Road had finally been cleared.
- 248/11 The next meeting of the parish council will be held on 12th January 2012 at 7-30pm at the Wootton Room Herne Mill, Mill Lane.**
- 249/11 Cllr Jones report on clerk's appraisal and to discuss issues arising from this. 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.** Issues regarding the clerk's workload were discussed and it was proposed to try and get someone else to sort and deliver the newsletter to the deliverers. This will be discussed again at the next Finance & Resources meeting. Cllr Day told members that as employers they had a duty to the clerk not to give a workload that could not be done in the contracted hours. The clerk currently is owed

95.5hours plus 7 days holiday, which she hopes to take over the Christmas period. The clerk would like to keep 5 days in hand for personal reasons. She agreed to give some of the hours worked as her voluntary contribution to the community. It was agreed the outstanding hours would be discussed at the next Finance & Resources meeting with the view to the clerk being paid for the time owed.

Meeting closed10-10pm