

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 14th February 2013 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 Harvey, Cllr Nicholson, Cllr Robert Jones, Cllr Tracey Jones, Cllr Moore, and Cllr Sargent.

Absent: Cllr Tobin

21/13 To receive apologies for absence and approve reasons. Cllr Tobin who is away. This was approved. City Cllrs Vickery Jones and Sonnex.

22/13 To receive declarations of interest on items on Agenda and any requests received for a dispensation. Cllrs Brealy and Sargent, item 29/13 Cllr Davis and Hobbs 30/13 Pond & Tree Warden donation to BTCV.

23/13 The minutes of the meeting held on 10th January 2013 were agreed as a correct record.

24/13 To report on matters arising from the minutes, not on the agenda, for information only. The clerk has applied for funding for the underpass from CCC but has not taken the matter any further.

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

1 present who did not speak

25/13 **Chairman's Announcements.** The Chairman wished everyone a Happy Valentines Day.

26/13 **To receive reports from County Cllr Marsh & City Councillors.** County Cllr Marsh told members that Mr Airey had done a very good job with repairing the fence to stop access onto the Thanet Way slip road. County Cllr Marsh was pleased that the funding had been channelled through the parish council. He reported that KCC would not be increasing council tax for the 3rd year running. Westgate Towers traffic trial, in Canterbury, was to be stopped and traffic routes reverted to how it was. KCC will look into other options. The proposal for turning off the street lighting in Canterbury Road, at Herne Common, was discussed and it was suggested that the best way was to agree a compromise and have the lights switched off between midnight and 5-30am. He also said he intended to attend the public meeting regarding the proposals for the local plan. He thought that again there may have to be a compromise in that some development would have to be accepted.

27/13 **Police Matters/Crime report.** None

28/13 **Wardens Report.** KCC Warden Gary Moore is now back on duty but not present at the meeting.

29/13 **Planning and Highways matters.** Receive minutes of the planning meeting held on 5th February. To report on further investigations relating to the proposals regarding Bullockstone Road re Strode Farm being included in the Local Plan for development. Cllr Blatherwick told members that there needed to be a new alternative route and this needs to be A route standard. There was a listed building which is right on the road, although there was a suggestion that it could be moved. Cllr Blatherwick said this would affect the setting. Cllr Davis wondered what the grading was for Bullockstone Road as she had been told Braggs Lane was only graded for 30 vehicular movements a day. Cllr Blatherwick did not consider the structure of the road to be suitable for what was proposed or the fact that it was proposed to build the access road for the new development starting at the northern end as the site is developed. There were concerns that it would be another Blacksole Bridge. Cllrs Brealy and Sargent left the room for this discussion. Cllr Blatherwick spoke about the proposals for the Golf Course, she and Cllr Day had met with the developers and they were going to put in an application for phase 1 of this development in the next few weeks. They would provide copies of the proposals for the public meeting.

KCC proposed turning off street lights on A291 from Bullockstone Road to Curtis Wood Park Road, this was discussed at a planning meeting just before Christmas and it was agreed that the lights should not be turned off, County Cllr Marsh has suggested a compromise that they should go off from midnight to 5-30am. This was the suggestion that the parish council

planning committee made when consulted previously at the meeting in February 2012. Members supported this proposal.

30/13 Finance

To ratify payments made since last meeting. D Brice £995 new bench, CCC £195 planning application for allotments. 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. VAT refund £6.12, Newsletter advertising £250, Bank Interest £1.37, Hall hire £791.04. Total £1,048.53.

Receive minutes of Finance meeting held on 30th January and approve recommendations. The recommendation was to approve the appointment of Kevin Funnell as internal auditor for 2013-14. This was approved.

Tree and Pond Warden donation £50 to BTCV. This is now called The Conservation Volunteers (TCV) and payment was approved.

To discuss the parish council paying the annual rent for the allotment site. As the allotments were not up and running yet it was agreed that the parish council will cover the annual payment for the coming year.

31/13 Environmental Issues including Tree & Pond Warden's Report. Cllr Davis reported that she had attended a meeting in the churchyard regarding improving the biodiversity of the graveyard. It is hoped to make some changes to encourage the wildlife. There is to be a National Cherishing Churchyards week commencing on 9th June 2013. A meeting had been held with Canterbury City Council officers regarding Curtis Wood Park and it is proposed to install more benches in the area and refurbish some fencing. There is a community event organised for 10 April which will include a bat walk, Wild Art for the children and other activities. A new interpretation board has been installed next to Goldspots Pond.

On 12th March the Friends of the Ponds will be holding their AGM. Cllr Davis reported that the tree works in the wildlife area/forest school had been completed but there will be more required. The pond will also need to be filled in.

Cllr Hobbs reported a large number of ducks on the pond in Broomfield.

32/13 Clerk's Report /Correspondence. It has been a busy month with a lot of meetings. Discussions have taken place with Design & Build Companies, Local Developers, Contractors and with Community Matters.

There was a meeting with the Highways inspector re the allotments and John Wilson (KWT??) to look at the water problem near Little Acorns, Cllr Blatherwick attended this with the clerk.

Mr Saunders the head teacher at Herne Juniors was contacted about the water run-off from the school playing fields, which had frozen during the cold spell. He says the school does not have the funding to put in new drainage on this area of land.

Cllrs Harvey and Cllr Blatherwick and the clerk met with the highways officer at the allotment site to clarify what would be required for the planning application and the clerk thanked Cllr Harvey for completing and submitting the application.

The clerk reported that she had met with contractors to get quotes for the maintenance of the Community Park for the next 3 year period.

Four meetings have been held with a variety of Design and Build companies to find out what they could provide for a new Community Centre. Cllrs Davis and Blatherwick have also attended these meetings and a full report will go to the Community Centre Committee at the next meeting. Following these meetings we were advised to get a topographical survey carried out at a cost of £625 plus VAT. Following discussions with Cllrs Day, Blatherwick and Davis it was decided to go ahead with this, County Cllr Marsh has already arranged for £500 towards some of the initial costs, for the Community Centre so that covers the bulk of it. The survey was carried out on Tuesday and the report should arrive in the next week.

Cllr Davis and the clerk took a walk around the wildlife area to check on the work that has been done in there by both Quinney and Dave Parr. The new section of fencing was found to be unfastened and Quinney were asked to come back and fix it. This has been done. Cllr Davis has checked that all the tree work quoted for has been carried out and also made a note of any other work that still needs to be done. There is some rubbish which has come to light following the clearance work, which appears to be car parts; this needs clearing from the site. Cllrs Robert Jones and Harvey think they might be able to take a trailer in and remove it to the community centre where it will go into the skip.

The clerk thanked Cllrs Brealy, Harvey, Robert Jones and Sargent for all their hard work clearing the Community Centre site of all the garden and burnable rubbish. It is a great improvement and gives a much better idea of the size of the site. The Community Pay back team have also been working on clearing the site, so it looks very different. Most of the area around the allotment fence line has also been cleared. There is still some rubbish that needs removing and this will probably require a skip. Thanks also to Cllr Robert Jones who cleared the drain at the hall this morning with his drain rods.

The questionnaires regarding the proposal to include the Golf Course and Strode Farm should all have been distributed by now and so far there has been a good response.

Cllr Davis and the clerk met with fundraisers from Swale Council for Voluntary Service to discuss fund raising issues. This will be discussed further under item 41/13.

Cllr Davis and the clerk had a meeting on 13th February for the people who are opening their gardens this year, there was a very good turnout and it looks like there might be 3 new gardens opening this year and a couple that have not opened for a while. It was a very positive meeting and everyone is enthusiastic, but depressed at the current weather, as none of them can get into their gardens! The charity chosen this year is Macmillan, this was chosen from 3 suggested Age UK, SNAAP (a charity for those with learning difficulties) and Macmillan. The map on the programme was discussed and needs to be improved. There is a variety of food choices for this year from a hog roast to ploughmans and cream teas. A rota will be produced again this year for the garden safari people to visit the other gardens the week following the safari. They all said they would like the thank you BBQ to continue and also asked if they could have posters to put up well in advance of the day. They were all advised on security on the day and the clerk told them she would visit to carry out a risk assessment, prior to the event. A tombola will be held on the day and prizes for this were requested, Cllr Robert Jones will ask Canterbury Garden Centre if they would donate some prizes for this.

The clerk spoke to a resident who lived in Peartree Road about a concrete fence which was broken, giving access onto the A299 slip road. She suggested he contacted County Cllr Marsh to try and get some funding for the repairs as the fence was owned by the original developer. County Cllr Marsh approved the funding and the clerk filled in the forms and the work has been completed.

Canterbury City Council is looking into the possibility of the parish council having access to the Community Centre site, through the public car park.

A letter has been received from the Ramblers Association who is concerned that footpaths may be lost when development takes place on what is currently open space.

33/13 Reports from council representatives on outside bodies (KALC, Street monitors, Standards Committee etc), any meetings attended by members on behalf of parish council. None.

34/13 To report on Youth Council. None

35/13 To discuss CRB checks for all parish councillors. After some discussion it was agreed this wasn't compulsory unless they were alone with vulnerable people. If any member wished to have a CRB check done then that would be arranged through the clerk.

36/13 To discuss the public meeting format and receive feedback on the questionnaire re Local Plan proposals for the development land. Drawings that have been received will be on display at the meeting for residents to view. Cllr Day suggested that he and Cllr Blatherwick as Vice Chair should host the meeting and the clerk would take notes. They would answer any questions they could and make note of the comments made and questions asked. The chairman told members that as the closing date had not been reached for the questionnaires the results would be available at the next meeting.

37/13 Update on Community Matters re Community Centre Business Plan. Stephanie went through the details for the Business Plan for the Community Centre which will be needed for applications for funding. She was able to use some of the detail from the Business Plan that was produced by Sue Davis for the purchase of the hall. Alterations and updates have been done and hopefully the final version will be ready by about mid February. It is hoped that there may be a bit of time still allocated for our project when Stephanie has finished the Business Plan and if so it is likely that this will be used to help us with the consultation process. Stephanie advised us to start looking at how we are going to raise the funds for the new building. She advised that we look on the Institute of Fundraisers website as these will all be reliable and capable people, we understand that she has also worked with Swale Council for Voluntary Services. It was a very positive meeting and we have been very lucky to have

someone so experienced to help with this, free of charge.

Stephanie has asked that full council approve the vision for the new Community Centre in that the parish council will see it built and once completed, it will be handed over to a trust to run, this would also give it charitable status. A Community Centre is ideally run by the residents for the community but it obviously needs to make money. The Community Centre would need to be accredited, they would need to achieve VISIBLE standard which is operated by Community Matters and approved by the Charity Commission.

V. Provides a voice for local people

I. Is independent

S. A service provider

I. An initiator of activities and services

B. A builder of partnerships

L. Locally run

E. engages with its Community

It was agreed to discuss this further at the next meeting.

38/13 To hear nominations for Outstanding Work in the Community Award. There were several nominations, it was finally agreed that 1st Broomfield Guide leaders would be given the award and instead of a gift the group would receive a cheque for £25. The award will take place at the Annual Parish meeting.

39/13 To receive minutes of the E & L meeting held on 17th January. Cllr Taylor told members that the Terms of Reference had been amended to allow the committee to spend up to £500.

40/13 To add to Financial Standing Orders to accommodate Design and Build alternatives for Community Centre. The clerk spoke with Kevin Funnell and KALC with regard to proposals for Design and Build contracts, it has been suggested that the parish council should state that the current financial Standing Order is not appropriate for the Design and Build scheme and that it needs to be agreed, to waive it, and use an additional standing order. Members agreed the following 'If the proposed procurement is for a Design and Build contract, then there should be at least 3 designs considered. All designs must be received before the costs are made public.' The council can then make a decision on which supplier they wish to appoint.

41/13 To agree to the clerk and Cllr Davis sourcing someone to apply for grants on a payment on results basis, and to agree that grant applications may be submitted for the new building as and when required. Stephanie Linham for Community Matters suggested sourcing someone from the Institute of Fundraisers to apply for grant funding for the new Community Centre, she advised this should be done on a payment on results basis. Issy White from Viridor suggested an application for funding should be with them before the end of the year. As a grant to Viridor cannot include the cost of hiring someone to write the bid, Cllr Davis suggested that the parish council employ Swale Voluntary service or someone to help complete the application up to a cost of £500. It was suggested that a large amount should be requested from Viridor. Members approved the expenditure up to £500.

42/13 To discuss making an offer on a small area of land. This item may 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 Davis asked council to consider making an offer on a piece of land that could be of benefit to the parish council. It was agreed to write to the owner of the land asking if they would be interested in selling to the parish council. The purchase would be subject to vacant possession.

43/13 Members Reports. Cllr Blatherwick has received complaints about dog mess and there was a request for a salt bin at Willow Farm Way???, Cllr Day told members that the residents association for that area could site their own salt bin. Cllr Hobbs told members that Herne Bay in Bloom would concentrate on the Centenary Gardens near the King's Hall and Reculver Country Park. Urban Meadow mix seed is now available at £5 per packet. Cllr Brealby asked if Strawberry Field in Ridgeway Road was likely to go into the local plan for development. Cllr Blatherwick said she believed not.

44/13 The next meeting of the parish council, will be held on 14th March 2013 at 7-30pm at the Wootton Room Herne Mill, Mill Lane.

Meeting closed at 10pm