

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 13th February 2014 at 7.30pm, for the purpose of transacting the following business.

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

Not present: Cllr Hobbs, Cllr Nicholson, Cllr Moore and Cllr Blatherwick

- 21/14 **To receive apologies for absence and accept reasons.** Cllr Hobbs (unwell), Cllr Blatherwick (school meeting), Cllr Nicholson (working late). These reasons were accepted, City Cllrs Sonnex, and Vickery Jones are at a full council meeting.
- 22/14 **To receive declarations of interest on items on Agenda.** Cllr Davis item 31/14.
- 23/14 **The minutes of the meeting held on 9th January 2014** were agreed as a correct record.
- 24/14 **To report on matters arising from the minutes**, not on the agenda, for information only. The planning application for the land to the rear of the Huntsman & Horn has been submitted. The new copier has been installed. The person arrested for growing cannabis plants, lived in Upper Free Down and has appeared in court. The clerk reported that she had not had time to do any more about the war memorial.

ADJOURNMENT FOR MEMBERS OF PUBLIC TO SPEAK

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

1 attended

- 25/14 **Chairman's Announcements.** The chairman told members that there was now a web site for the Community Centre. When fully up and running this will give hirers all the information they required and would enable the parish council to give regular updates on the progress of the new community centre building project. The web page can be found on **www.hernecommunitycentre.co.uk**

Cllr Day then went on to tell members that he had received a letter of resignation from Andrew Brealy and it was with great regret that he had accepted it. Andrew has been a valued member of the parish council for many years and speaking on behalf of the council members Councillor Day said he was very sorry that Andrew had felt he needed to make the decision to resign.

- 26/14 **Police Matters/Crime report.** None PCSO is on holiday.

- 27/14 **Warden's Report**

Community Café, Michelle reported that attendance was gradually improving but unfortunately last Friday she had been called away to deal with flooding issues in the villages around Canterbury. She has put up notices in Broomfield Surgery and would like to thank Cllr Moore for advertising it in the Daily Doings.

Cllrs requests. Michelle had received requests from Cllrs to deal with a variety of issues in the parish. Cllr Jones, nuisance motorbikes in Curtis Wood Park. Action- Distributed reporting literature to all surrounding houses and completed VP. Cllr Moore, vulnerable adult in St Martin's View- Damage to wall. Action- Visited and gave reassurance and advice. Cllr Taylor, Bus shelter- Hunters Forstal Rd covered in dirt and graffiti. Action- Cleared off graffiti and contacted Serco to clean. Cllr Davis, Referred resident who witnessed "near miss" of car hitting teenagers due to obstructive vegetation. Action- Contacted highways as safety concerns- Due to be cleared this month.

Speed Watch Completed activities in Broomfield Rd and Mill Lane. Michelle is now the District lead on facilitating more volunteers.

Schools Completed "Op safety net"- multi agency event to highlight issues around parents parking, preventing access to emergency vehicles. Reading with pupils to become more familiar with them.

Emergency planning Deployed to Bridge x2 – Reassurance and checking flood areas were adequately sand bagged.

Paving Company Michelle became aware of trader and visited resident to check protocols had been followed.

Liaised with Trading standards and successfully reduced their costs by nearly £2,000.

- 28/14 **To receive reports from County Cllr Marsh & City Councillors.** County Cllr Marsh reported that he had spent the day at County Hall dealing with the budget. This year's

increase would be 1.99%, a band D property will pay 58p a week extra. Cllr Marsh commented on the recent problems on the M2 and the resulting traffic congestion. He also spoke about the temporary placement of an interactive sign at Highstead which didn't record any excessive speeds until the last day. Alan has allocated £800 for the Community Centre and the clerk was asked to submit the form to apply for this. CCC currently do not have a Transport Plan to accompany the Local Plan, it is likely that KCC members will be asked to look at this in March when an additional JTB meeting is to be held.

City Cllr Sharron Sonnex supplied a written report, which has been circulated to all members. *'Please accept my apologies, I am attending Full Council.*

Parking enforcement officers attended the Norton Avenue area during school collection times at the end of January. Some advice was given, but no parking tickets were issued.

I am the council's representative at the Canterbury and Herne Bay Shopmobility. Following the closure of the Dominican Priory after the sad passing of Don Beerling the charity is looking for alternative venues to hold their quiz nights. I have suggested they consider using the Parish Hall in School Lane and passed on Monica's details.

A proposal to put double yellow lines in Mill View Rd between Canterbury Rd and Strode Park Rd was met with fierce opposition from local residents. After consulting with those affected we objected to the proposal and the officer's recommendation to the Joint Transport Board is that no action is to be taken.

Certain areas are still being plagued by irresponsible dog owners not clearing up behind their animals. The stretch along Broomfield Rd between the end of The Meadows and Broomfield Pond and Margate Rd are particularly bad.

Residents who live adjacent to The Huntsman and Horn have been notified of the proposal for eight new dwellings.

I attended the consultations for both Barton Court and the loss of the Queen Vic hospital services at the Kings Hall. You couldn't have gone to two more different meetings. The school consultation attendance was sadly pitiful with no more than about 30 interested parties whilst the hospital consultation was absolutely packed with many people turned away due to over capacity. Emotion was incredibly high as residents challenged the need to move our local services.

I would request again that a salt bin is placed at the Plough junction. The salt provided in a hessian type bag is very much welcomed but is unsightly on such a prominent junction with people using it as a rubbish bin. A bin could be placed further back on the footpath close to the green telephone exchange box therefore not killing the grass where it is.

I have been involved in two scrutiny reviews recently. Highways and more recently, Parking Enforcement. Last week, I had the opportunity of shadowing one of the CEO's for the afternoon. I found the experience extremely valuable being given an insight into how the system works. The officer had a lovely rapport with members of the public and whilst tickets were issued, it was also about educating the public. Some tickets were issued where people had clearly and blatantly parked illegally whilst you did feel a certain amount of empathy where tickets had to be issued for cars parked clearly without knowledge of the area.

And finally, the story of the lamp post goes on. You will recall that last July, it was reported as not working. In September it was deemed to be rotten and needed to be replaced. This was done later in the year and then we were advised the electricity supply needed to be upgraded. This would have meant the closure of the road which would have been cost prohibitive, so it was decided it would be abandoned and a new one positioned on the opposite side of the road. This was duly done but put in the wrong place, in amongst some trees, not serving the junction at all. In the end, I requested a site visit with Luigi Scott, one of the Highways officers. We met before Christmas, and he said he would organise for a further lamp post to be put in the correct place and this was marked out clearly on the path.

I then get a telephone call from a local resident informing me that the defunct abandoned replacement one has been painted. In the middle of January I received a telephone call from KHS informing me that the new one would be put in place and connected on the 9th February. This has still not been replaced but I can only assume that due to the severe weather conditions all non-urgent works have been put on hold as all staff have been deployed where they are most needed. So the wait goes on!!! '

City Cllr Vickery Jones called into the office earlier this week and spoke about the beach hut issues, which have hopefully now been resolved. He has not heard anymore about the Local Plan.

29/14 Highways. Highways stewards and other officers have been deployed to help in the areas affected by flooding. Potholes are starting to appear not due to frost as is normal for this time of year but due to excessive water.

30/14 Planning Matters. Next meeting is 18th February when the application for 8 dwellings to the rear of the huntsman & Horn will be discussed.

31/14 Finance
To ratify payments made since last meeting. None

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

To report on income received. VAT refund £635.06, newsletter advertising £560, Events £150, Bank interest £1.17, Hall hire £1,178.53, Calendars £23.72. Total £2,548.48

To report on Finance & Resources meeting. Cllr Robert Jones reported that the committee had two recommendations for members approval, one to approve the Effectiveness of the Internal Auditor and the other to re appoint Kevin Funnell as the internal auditor for 2014/15. These were both approved.

Request for donation towards insurance for Friends of Ponds £282.30. Members agreed to cover the cost of insurance for Friends of the Ponds.

32/14

Clerk's Report/Correspondence.

The clerk reported that she had attended a pension forum meeting on 4th February in Bekesbourne.

The changes to the scheme were confirmed although not all the details have yet been received from the government. Employer's contribution is to be increased and there are more bands for employees which will also change the contribution percentage paid by some employees. There have been measures put in place for those who were aged 55 at 31st March 2012, to protect their final salary pensions. There will be changes for those coming into the scheme and there will also be options to pay 50% of the contributions (for employees only) during periods of sickness etc. There will need to be a separate record for each job an employee does. Under the new regulations benefits will not be based on hours worked but on salary, other than those whose DOB is before 31st March 1957. Absences and payment of additional contributions were also discussed. More details are expected from the government later in February.

Herne & Broomfield History Group are going to register an interest in the commemorative stone for Harry Wells VC, they are looking at options for siting at either the Memorial in Herne Church or at the mill.

Cllr Davis and the clerk attended a funding forum run by CCC. We didn't get much new information on grants but there were some interesting avenues that may be helpful for the community centre. Sue Tucker from East Kent Voluntary Action Support gave a presentation on some of the grant funders available to local organisations, charities and parish councils. Lottery, Reaching Communities, KCC and CCC were all listed. There were smaller grant funders and trusts. Sue also stressed the importance of getting the application right as there are less pots of money being chased by more organisations.

A Community Centre meeting was held on 6th February 2014, the draft minutes have been circulated. The meeting was to update members on the progress of the planning application and discuss fundraising events. Members also looked at Income & Expenditure for the hall.

A further meeting has been held with Matt Judge, Epps and Andrew Walker, Epps are looking at keeping costs down and following further discussions with CCC planning Matt had some suggestions for modest alterations to the design. Once the design has been finalised then final building costs will be submitted by Epps and the pre building contract can be signed. In order to expedite the planning application it was agreed that instead of paying Epps to get the Archaeological survey and the Ground Investigation work done, this would be instigated by the parish council; this expenditure can then be included in the grant application for preplanning costs. Epps were in agreement to this. The clerk clarified that the payment which had been approved by council of up to £25,000 to Epps had not yet been paid and that the cost of the surveys would be deducted from this.

Cllr Davis and the clerk met with Stephanie Linham to discuss the grant applications. Stephanie has the grant applications for pre planning costs (this is the most urgent), she also has the Feasibility Study and Business Plan to check and update, Cllr Davis has spent a lot of time working on this in the last few weeks. Once the pre application grant has been submitted then the focus will be on Viridor and any other applications such as lottery that are suitable. Hopefully members are in agreement that any grant applications that might be suitable should be applied for at the appropriate times. This was agreed. The clerk apologised that she had missed off the agenda details of the Environment & Leisure meeting held on the 16th January, this will be on next month's agenda. The clerk told members that the office would be closed on 21st February as she is going to be away.

Correspondence. All relevant correspondence has been circulated via email. The clerk reported that she had dealt with a resident who wanted no parking painted in an area outside his house. The highways officer has been out to look and said it was not

appropriate. Applications are coming in for the fun day and also some letters of support for the Community Centre have been received from residents and hall users.

- 33/14 Environmental Issues including Tree & Pond Warden's Report.** Cllr Davis reported that a request had been received from Carmen Kimble from a local childminders to use the Forest School alongside Little Acorns. Members agreed that more details were needed and discussions would have to take place with Little Acorns. This will go on the agenda for the next meeting. The tree survey at the Community Centre has been done and the work will hopefully be completed by mid March. Kent Highways have agreed they are responsible for the cutting back of the hedge along Chapel Row, they will cut it twice a year and more if required.
- 34/14 Reports from council representatives on outside bodies (KALC, Street monitors, etc).** Cllr Breal reported on the KALC meeting that he had attended with Cllr Taylor on Resilience & Reassurance. The meeting was attended by Police, Ambulance and Fire Service, it was suggested that due to the coastal location the Coast Guard should be included. Chief Ins Russell spoke on behalf of the police who talked about how things were learned from incidents that had occurred. He cited the massive crash on the bridge from Sheppey when drinks were provided but no toilets. There was also a representative from the Kent Safety Partnership who spoke about the Kent & Medway Safety Camera Partnership. There was also a warden who spoke about what she does. The minutes of the regular KALC meeting have been distributed, there was a talk by Mickle Cordes from CCC about funding; also there are going to be some small changes to the Standards document that the parishes signed. A representative from Came & Co Insurance spoke about the use of chainsaws by volunteers and provided they have the necessary certificates to use a chainsaw they will be covered by the parish council insurance. It was also stated that for events helpers should have written instructions. Land and building must be listed in the asset register.
- 35/14 To discuss Emergency Plan for the Parish.** Warden Michelle has asked if the parish council is happy for her to look at this, KCC are trying to get emergency plans in place for all parishes. Cllr Day told members he would be happy to work with Michelle on this.
- 36/14 To discuss a photo web site for parish events (Smugmug).** Cllr Day told members that he needed to get this set up in order for them to view it. The photo's could be better presented than on the parish council web site. It will be a site dedicated to photo's, the clerk suggested that photo's for the calendar could be viewed on this site and perhaps voted on. The cost will be £60pa and members approved this expenditure.
- 37/14 To discuss transferring some funds from Community Fund and Community Centre into new building fund.** The clerk told members that as the parish council has now purchased additional land behind the Community Centre and is paying for the various reports etc, the earmarked fund is being reduced. It is also good to show funders that money is being raised for the project. There is currently over £10,000 in the Community Centre Maintenance fund, £6,000 in the Community & Amenity fund and over £10,000 in the Events/Christmas party etc fund. The clerk suggested transferring £5,000 from the Community Centre Maintenance fund and £2,500 from Community and Amenity fund, and £2,500 from the events earmarked reserve this would replace the £10,000 for the land purchase. Members agreed to vire these funds.
- 38/14 Members Reports.** Cllr Harvey told members that he agreed with City Cllr Sonnex that a grit bin instead of a bag at the Plough would be preferable. Cllr Robert Jones thanked Cllr Breal for all he has done while being a parish councillor, he said he had been valued and would be missed. Cllr Davis said she hoped that in the future Andrew might return as a parish councillor.
- 39/14 The next meeting of the parish council will be on 13th March 2014 at 7-30pm at Wootton Room Herne Mill.**

Meeting closed 8.50pm