

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 12 February 2015 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Blatherwick, Cllr Robert Jones, Cllr Tracey Jones, Cllr Harvey, Cllr Sargent, Cllr Nicholson, Cllr Saunders, Cllr Davis, Cllr Hobbs, Cllr Day, Cllr Taylor, Cllr Rafferty

Not present: Cllr Moore

- 22/15 **To receive apologies for absence and accept reasons.** Cllr Moore who is looking after his grandchildren. City Cllr Sonnex.
- 23/15 **To receive declarations of interest on items on Agenda** and requests for dispensations. Cllr Sargent 38/15
- 24/15 **The minutes of the meeting held on 8th January 2015** were agreed as a correct record.
- 25/15 **To report on matters arising from the minutes**, not on the agenda, for information only. Michelle Weston will update members on the grassed area in School Lane.

ADJOURNMENT FOR MEMBERS OF PUBLIC TO SPEAK

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

1 member of the public

- 26/15 **Chairman's Announcements.** None
- 27/15 **Police Matters/Crime report.** PCSO Sue Radcliffe reported that she would hopefully be available to attend the APM on 24th April. She has been attending the One Stop Shop with wardens Michelle & David. The One Stop Shop deals with Domestic Abuse and other agencies are also involved. There have been issues with under- age drinkers in Herne Bay these appear to be 15 year olds who have been banned from Canterbury City centre and they are coming into Herne Bay. Sue will be accompanying Michelle on visits to Herne School, Beavers and Durham House.
- 28/15 **Warden's Report**
Michelle reported the following:
Several referrals from other agencies re vulnerable residents; home visits completed.
Meeting with Chairman of allotment society, will be arranging a joint information day with Kent Police for property marking and advice.
Dog Fouling . Have increased signage, leaflet drops and spoke with press ,including my number to ring for advice etc.
Liaised with "Befriending scheme" to visit some of our more isolated and lonely residents.
Arranged home visit eye test for resident with dementia
Dealt with child protection concerns.
Attended Coastal D/A " One stop shop "
Spent a day with local Highways steward to improve my knowledge of their role etc.
Land to rear of cottages in Herne Street adjacent to South Lodge.
Concerned calls have been received about this land being cleared/trees felled etc.
I have spoken with "Edward" landowner- He states that he is planning to clear the land back to its original state to when his mother was alive. He has stated that this used to be well cultivated land without trees etc. He has stated he is " currently in talks with Canterbury City Council". After speaking with his tenant, she informs me that , today, he was just clearing a tree that had fallen. Cllr Blatherwick told members there was a planning application for this land and it was in the conservation area, nothing should be cleared without permission. Cllr Davis said that the land had not been cultivated for a good many years and this work is being done illegally. CCC planning have been informed.
RE Grassed area next to footpath in School Lane (nr No. 73) badly churned up and concern for footpath users.
Response from EKHS (East Kent Housing Services)
'Area has been visited and the damage to the grass has been noted. This is clearly caused by vehicles parking on it .Housing manager, Sue Hawkins, will be proposing to the Tenant Consultation Group, that bollards are erected. The decision will be down to the group . A

visit with their horticulture dept will take place to address any immediate recommendations’.

29/15

To receive reports from County Cllr Marsh & City Councillors.

County Cllr Marsh reported that he had spent much of the day dealing with the budget for the coming year. There will be an increase of 1.99%, government funding was being reduced again by £85M. There will not be a loss of front line services but there will be approx 100 jobs lost, and there has also been natural wastage, where people have left and not been replaced. He urged members to respond to the consultation for Thanet Parkway Railway Station, if, as he hoped, Manston reverted to an airport this station could be very important. Talks had been held by a government committee to investigate Manston and the discrepancies. It is thought likely that there will be a recommendation for TDC to purchase CPO the site with support from central government, a report should be available in about 3 weeks. Alan has arranged for 4 youngsters from Manchester to appear at Strode Parks Theatre in the Park on 27th June they are a 4 Seasons Tribute Band. Alan reported that he may be able to source defibrillators for each of his parishes, which he will fund. The JTB meets on 17th and will discuss the Parking Regulation Review, the clerk had given him details of the parish council’s comments on these. He has authorised £500 grant towards the fun day. Cllr Davis asked what was happening with the libraries as it was proposed to make them a trust. County Cllr Marsh hoped this would give them protection and it would also reduce costs and it was hoped that they would be run by volunteers. Any comments the parish had could be sent to Mike Hill the cabinet member.

City Cllr Sonnex has sent a written report.

‘Please accept my apologies, I am still fighting a cold I have had since the end of December.

Just a few items to report.

The planning application at 36 Broomfield Road has generated a lot of concern for local residents. There have been 20 letters of representation against the application and a decision for either refuse or be debated and decided at committee is pending.

Dog fouling continues to be a problem. Residents are however fighting back with an increasing number of posters in houses or gardens reminding dog owners of their responsibilities to clear up.

I am a member of an internet forum. A couple of months ago I put a question out regarding a local service. It was suggested I join Streetlife.com. I had never heard of this but registered anyway. I got a response back from Streetlife that I was the first person to register in this area.

Since then, there are a number of residents in Herne and Broomfield who have registered and this has now circulated as far as Herne Bay. They are organising coffee mornings, dog walking meetings and recommending local businesses and tradesmen. There is no financial gain but it is forging friendships and community groups, particularly for those who feel isolated or have recently moved into the area’.

30/15

Planning & Highways Issues. To receive minutes of planning meeting held on 29th January 2015. Draft minutes have been circulated to all members.

The main application was for 8 dwellings at 36 Broomfield Road.

Complaints have been received from residents in Lower Herne Road regarding heavy plant using Lower Herne Road to access the Solar Farm. Cllr Sargent met with the site manager and measures have now been implemented to try and stop the vehicles using Lower Herne Road.

Parking Regulation Review, (yellow lines) members responded to this and it has now been confirmed that the recommendation to Joint Transport Board for Herne & Broomfield is, Lower Herne Road, No action, this will not be implemented; Ridgeway Road, due to objections lines will only be implemented on one side of the road; Dove Close, no action, will not be implemented; Mill Lane due to a petition from residents yellow lines will be implemented but will be slightly shorter, the ones that have not been amended will go as per the consultation.

KCC Highways meeting held on 9th February 2015

A meeting was held with Cllr Blatherwick, County Cllr Alan Marsh , Tim Middleton, Andrew Westwood and the clerk.

There were discussions on the current proposals for HGV bans and weight limits. It has been decided that KCC Highways need to go back to the drawing board with this because of the massive effect it has on all the areas concerned and the other areas where the impact will

be felt.

The issue will be revisited and parish councils will be included in the consultation. They are looking at the Freight Journey Planner to try and stop the HGV's travelling through unsuitable villages, it is of course not possible to stop these vehicles if the vehicle concerned has to access an address locally. There is also the issue of who and how restrictions will be enforced.

It was suggested that a Lorry Watch in Herne Street would provide beneficial information. The clerk suggested that the KCC Warden be asked to carry this out in conjunction with the Speed Watch. This would involve taking registration numbers, types of vehicle, dates and times etc. Cllr Nicholson reported that Serco had cut the grassed areas in School Lane and left big ruts. Cllr Blatherwick reported that some of the lights were out in the middle of the village, Highways have been informed.

31/15

Finance

To ratify payments made since last meeting. Outstanding KCC Pension payment £888.93.

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

To report on income received. VAT refund £321.83, Friends of Mill donation heaters £494, newsletter advertising £240, Children's Party £7, Bank Interest £1.87, Public Sector fund interest £52.18, Calendars £19.59, Hall hire £1,187.49, hall fundraising £17.90, Hall fundraising £415.90, 100 club £168. Total £2,925.76.

Report on Finance & Resources meeting held on 27th January 2015. Draft minutes have been circulated to all members.

Model Finance Regulations recommended for approval by full council, these have been circulated to all members. With one small alteration to remove 'other than the chairman' S2.2 page 5.

To agree to replace office computer. The clerk reported that the laptop had died, it was sent to Edge IT and they have repaired it and put Windows 7 on it and it should be OK for a couple more years. Hopefully it will be back soon. The office computer does need replacing and this was included in this year's budget for the office. The clerk reported that she had been notified by Payroll Manager that now XP is not supported the systems using XP would not be stable and recommending they be updated before the year-end figures need to be produced, the system is also very slow when using the accounts package it is difficult to get a connection. The whole system is very slow now and suddenly freezes up. Two quotes have been received both costs are similar, just over £800, this includes Windows 8.1, Office 2013, key board, mouse, 1 year warranty, and one will transfer everything over, therefore only things like Live Drive Payroll manager etc will need to be set up when it arrives. They have also allowed for 2 hours of help when it is delivered and will also be able to give IT help in the future. It was decided to purchase from Edge IT as prices were comparable but they would transfer everything across from the existing and would give IT back up in the future.

32/15

Clerk's Report/Correspondence.

Once again it has been a busy month.

Details of the new Quality Council requirements have now been published, there will now be three levels. Herne & Broomfield have automatically been registered at Foundation Level and there is the option to apply for either the Quality Award or the Gold Award. The current level will run until January 2016. Before this date a new application will be required for any of the levels. The cost of the Quality Standard is £80. Most of the criteria is similar to that required previously for QC. The main difference is the detail required on Community Engagement, Councillors profiles, A grant awarding policy, An action plan and related budget responding to community engagement and setting out a timetable for action and review, Evidence of helping the community plan for its future, Criteria representing council improvement through the management and development of staff and councillors. The Quality Gold Award is more complex and requires much more information including a 3 year business plan, linked to revenue and capital plans for the council and its community. This will be an agenda item later in the year to enable members to decide if and how they wish to take it forward and what benefit it gives to the council and electorate.

Meeting held with Betteridge & Milsom

A meeting was held with Cllr Blatherwick and Cllr Davis and the clerk with Peter Thorpe. Cllr Blatherwick asked if, as the 90 day period for accepting the tenders had passed, it would be necessary to retender, Peter said that depended on the contractors involved, he

would contact them to ask. Cllr Blatherwick thought it would be useful as there were discrepancies in the tender quotes and it would be good to firm up the quotes in order to have proper like for like figures. It was explained that it would be 3 months before another Viridor application could be submitted. The clerk will ask for confirmation on dates and Cllr Davis will amend the Viridor application to update it before it is resubmitted.

Peter confirmed that he was seeking confirmation as to what works were required to kick in starting the development with regard to building regulations. The soakage test and acoustic requirements will be done in the next few weeks.

New Parish Office

The clerk reported that she had been asked to attend a meeting with the developer of the land where the new parish office is intended to be. Part of the area that was originally going to be included has now been designated for a garage for the bungalow. This means the area that will be available is 8.4mtrs long and 3.5mtrs wide. Unfortunately there are no parking spaces available now, which really makes it a non starter as a parish office. However it could be very useful as storage for both documents and equipment. It would need to be dry and warm to ensure documents were kept in good condition.

As members will have seen from the Environment & Leisure minutes the Race Night was a great success. The next event is the Flower Arranging Demonstration with refreshments at 7pm at St Martin's Church on 20th February. Tickets are £7 and are available at the office.

The 100 club entries are coming in, the first draw will take place at the April meeting, please encourage people to take part.

Correspondence A letter has been received from several residents in Albion Close who would like their pavement and road resurfaced, the clerk has passed this request on to Highways. Lee Whittington is setting up a Mountain Bike Club and would like to use BMX area. The clerk has put him in touch with the chairman of the BMX club. Cllr Nicholson left the meeting at this point.

33/15 Environmental Issues including Tree & Pond Warden's Report. Cllr Davis said the issue of the clearance work adjacent to South Lodge had already been raised. There had been an issue with vehicles accessing Curtis Wood Park and leaving ruts in the grass. Serco have said it was not their operatives but the access was through the gate! The pond AGM will be held on 24th March.

34/15 Reports from council representatives on outside bodies and other organisations. Cllrs Harvey and Hobbs attended the KALC meeting the minutes of which have been circulated. Cllr Harvey attended the Allotment Society meeting Alan King is stepping down as chairman at the AGM. They discussed the issues of the container and sheds being broken into and also reported that they were working with Horticultural Society on a joint event planned for 24th February.

35/15 Update on Local Plan. There has not yet been any response from the Inspector regarding dates for the hearing. Cllr Blatherwick, Wendy Le Las, County Cllr Marsh and the clerk are having a meeting with Sir Roger Gale on 26th Feb to discuss the issues and concerns that are relevant to Herne & Broomfield.

36/15 Report on Environment & Leisure meeting held on 5th February 2015. Draft minutes have been circulated to all members. Cllr Saunders reported that the brass band were not available for that date but they would be willing to come along and do a concert. The clerk suggested that perhaps this could be a joint venture with Strode Park and that the theatre could be used.

37/15 Report on meeting with VAT consultants re Community Centre. (Report circulated prior to meeting). Jerry Dale and his associate from Elysian Associates in Suffolk spent a couple of hours with Cllr Blatherwick, Cllr Harvey and the clerk in order to discuss the options for the new Community Centre with regard to the VAT. They will send a report which should be available for the March meeting.

Just some basics from the meeting. If the hall has charitable or trust status VAT on the build will not be reclaimable unless the business activities only account for 5%, which basically means that you cannot hire it out.

As the parish council has opted to tax the current building, they thought this would carry over to the new building (they were going to check this), this would mean that VAT on the new build would be recoverable. It would mean the parish council would pay it and reclaim it back. Jerry said it would be sensible to have monthly VAT returns for the period of the build and then revert to quarterly when payments had finished. They could help

with setting this up.

They suggested that perhaps the facility, when built, could be offered as a police access point, especially if Herne Bay police station closes and also to stress the wild life area outside the new hall as funders like to see this type of activity etc. They also suggested another source of income could come through registering for weddings, as not everyone wished to marry in church.

If the hall is built by the parish council and then made a charity, the charity would only pay a peppercorn rent, they wouldn't be able to reclaim VAT and the parish council would still remain liable for the upkeep of the building. There was also the issue of excess income, if the hall starts to show good profits in the years after completion some of that money could offset any loans taken out to complete the build, this could not happen if the hall had charitable status.

The parish council would need to ensure that the contractor carrying out the building works had CIS exemption, otherwise the parish council would be responsible for the contractors tax liability.

Overall the meeting was very useful and informative. This will be an agenda item for the next meeting.

38/15 To discuss quotes for maintenance of Broomfield Community Park. (Cllr Sargent left the room for the discussion and decision). Only two quotes had been received for the maintenance contract. They both cover the requirements for maintenance for a year at the Community Park. It was agreed to accept the lowest quote. Questions were raised regarding the type of pesticide/herbicide to be used. Cllr Sargent told members on his return that he would be using roundup. Cllr Rafferty will help Cllr Sargent with the COSH. The clerk would need to see insurance before the contract commences.

39/15 Members Reports. Cllr Rafferty reported on the meeting regarding the memorial stone, he has produced notes that have been sent to the clerk, these will be distributed. Cllr Harvey reported that the HB Pier Trust were holding their AGM on 24th February. Cllr Davis thanked members for the flowers sent to her following her operation. Cllr Robert Jones reported more fly tipping in Bullockstone Road.

Cllr Taylor suggested organisations wanting posters put in the notice boards should provide hard copies because of the cost of printing them.

Cllr Sargent updated members on the Solar Farm issues. He had spoken to Steve Chapman regarding the ongoing problems and had been told the number of lorries attending would now decrease.

40/15 The next meeting of the parish council will be on 12th March 2015 at 7-30pm at Wootton Room Herne Mill.

Meeting Closed 9.35pm