

HERNE & BROOMFIELD PARISH COUNCIL

Parish Office, Herne Mill, Mill Lane, Herne, Herne Bay, Kent CT6 7DR

Minutes of the Parish Council Meeting of Herne & Broomfield Parish Council held at Herne Mill, Wootton Room, on Thursday 9th November 2017 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Blatherwick, Cllr Davis, Cllr Sargent, Cllr Harvey, Cllr Saunders, Cllr White, Cllr Mitchell, Cllr O'Donnell, Cllr Moore and Cllr Taylor.

Not Present: Cllr Wells, Cllr Davison and Cllr Knight.

- 208/17 To receive apologies for absence and accept reasons.** Cllr Wells, away Cllr Davison, Cllr Knight unwell. City Cllr Sonnex.
- 209/17 To receive declarations of interest on items on Agenda and requests for dispensations.** None.
- 210/17 The minutes of the meeting held on 12th October 2017** were agreed as a correct record.
- 211/17 To report on matters arising from the minutes, not on the agenda, for information only.** The cost of obtaining equipment for digging out the container will be £300, this needs to be done as it is a safety issue. The work will be overseen by Cllrs Blatherwick and Moore. EK BMX have removed most of their belongings from the container.

ADJOURNMENT FOR MEMBERS OF PUBLIC TO SPEAK

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

Draw for 100 Club

1st no 44 2nd no 20

- 212/17 Chairman's Announcements.** Cllr Blatherwick reminded everyone that this Sunday was Remembrance Sunday and she hoped as many councillors as possible would attend. She also thanked all those that had helped with getting people to sign up for the M & S grant, especially Cllr Davis. Cllr Blatherwick also asked if the work on the float had been carried out, Cllr Sargent said it was scheduled in for 19th November.
- 213/17 Police Matters/Crime report.** None
- 214/17 Warden's Report.** 'Met with resident Re Parking / Access difficulties in Chapel Row, Signage has now been cleared showing "No through Rd" and a possible marking up of a footway to the bus stop, has been discussed with Highways. Scam Awareness presentation to 25 residents.
Reported drink driver to police. Gave information and location.
Helped at Parish "Thank you" tea
Attended Herne Bay Town Centre with Cllrs Davis and White to collect signatures for M and S funding bid for underfloor heating.
Information stand at East Kent Carers forum REeScam /Personal Safety.
Organised removal of a clamped car in Woodrow Chase.
Reported defective stile across field in Broomfield.
Continue to monitor/clear underpass in Mill Lane.
Reported flooding in Underpass at Lower Herne Lane. (Once completed, will arrange deep clean.)
Remembrance Sunday - Carrying out the road closure.
Strode Park Xmas Fair – Running a stall with volunteers from the village
Children's Xmas Party – Working on the door /entry.

- 215/17 To receive reports from County Cllr Marsh & City Councillors.** City Cllr Robert Jones talked about the Governance Review Consultation and subsequent meetings, he said that not all parishes attended the meetings and the response to the consultation was very low. The meetings did however give some of the panel members a better insight into exactly how much work is carried out by parish councils. Stage 2 will start once all the information received has been collated. As a result of some of the comments it was hoped to be able to 'Beef Up' the Area Member Panels. He had had a meeting regarding the Hillborough

development and there was to be another shortly now the response from Highways was available, he would keep the parish council informed. He stated that it was important for all the developers to work together that would ensure that the necessary infrastructure would be put in place. CCC has a new web site members were asked to try it. There is an easy way to report uncollected bins and following this an email will be sent out to check they have been collected a couple of days later.

County Cllr Marsh said he was aware of the proposals for The Plough, which he wasn't happy about and he asked the Parish Council to keep him informed of their response to CCC when a planning application came through. He made members aware that the Sturry Relief Road was on the JTB agenda for next week, but of course this was only an advisory panel. KCC had plans to enlarge 4 schools mainly in West Kent. This would add 290 extra places for primary school children. The signs had gone up for the Remembrance Service road closure, the church service starts at 10am. Cllr Davis asked something to be done about the broken bollard being a trip hazard at Firwood Court, Cllr Marsh asked that the clerk email him and he will look into it.

216/17 Planning & Highways Issues. Minutes of meeting held on 2nd November 2017. No questions raised regarding the minutes.

Highways meeting held on 17th October 2017, attended by Cllr Blatherwick and the clerk. (Previously circulated)

The meeting was told that the budget for highways had been cut from £40M to £29M in 2016-17 and more cuts were to be made for the coming year. They are trying to devolve some responsibilities to town and parish councils, such as soft landscaping. They still need to find £8M for next years budget and there will be a 4% increase in KCC council tax.

They are doing well with waste recycling, support for subsidised buses was going to change, which could mean some rural villages losing their bus service. A draft budget would go to consultation and hard decisions had to be made.

The government had allocated £5.2M for potholes, reports of potholes had been slightly down this year, probably due to there not being much very cold and frosty weather. Since 1st April they had dealt with 44,000 enquiries.

KCC were offering capital grants for the setting up of Community Transport services. Attendees voiced concerns regarding this, as it would mean mini buses and the cost of the licence is expensive around £1,200 and then there was the issue of insurance, this, did, of course, only cover one person and if that person was ill or on holiday, there would not be a service.

Roadside gullies would be cleaned on request, hotspots would be done twice a year on a cyclical basis, main roads annually on a cyclical basis, minor roads will be done if issues arise. The first priority of any call will be the risk.

Terry from KALC spoke about HGV fly parking and HGV's using unsuitable roads. They were pushing the government to allow clamping and fines. Local Authorities should also have access to registration documents. There is a trial starting from 30 October on A20 from Charing to Ashford to try and alleviate some of the issues with the HGV's. Details of what is being proposed can be found on KCC website Freight Action Plan.

There followed info on highway safety, although fatalities were down in Kent in 2015-16 with 45 fatalities, 842 serious injury and 5235 slight. The peak age for fatalities is 17-24 with the highest proportion of pedestrians being under 15.

The breakdown for the reason crashes happen were 96% driver behaviour, including drink and drugs, phones and no seat belts the remainder were road conditions and vehicle defects. Fatalities were down 17% but serious injury accidents were up 46%.

Streetlights. These are gradually being changed over to LED's and they will be operated centrally and can be turned off or dimmed electronically. Phase 2 will see all the main roads, town centres and concrete columns replaced. KCC have a loan to enable them to carry out this work.

Overall an informative meeting, but some parish councils need to be more realistic, one suggested that highways stewards should attend parish council meetings to keep residents informed!

217/17 Finance

To ratify payments made since last meeting. None

To approve payments presented at this meeting; schedule and bank reconciliation supplied. Payments were approved, the clerk also raised the issue that currently the general reserve had a minus figure but this was due to the awaited VAT refund.

To report on income received. Poo bag donations £31.53, Newsletter advertising £120, Bank Interest £45.62, Hall Hire £578.12, Donations, raffle thank you event £83.80, 100 club £48, Fundraising £1,209.98. Total £2,117.05

Internal auditors quarterly report (previously circulated) The auditor found everything to be in order.

218/17 Clerk's Report/Correspondence.

Report on meeting with Tracy Lovatt from Strode Park and Sarah Bingham from St Martins Church on 24th October 2017.

The meeting was held to discuss Strode's Christmas Fair on 25th November and also the fun day.

Michelle Weston is doing a card making stall again this year and Cllr Davis will do a Hook a Cuddly stall. Volunteers will be needed to erect a gazebo for the Hook a Cuddly and Cllr Davis will need some help on the stall.

Tracy and Sarah said it would be a shame for the fun day not to continue after 2018 as it was a really good community event. They have suggested that the parish council could work in partnership with the other two organisations to run the fun day. They suggested the parish council could be a more silent partner, dealing with the application to CCC and advising on the running of the event generally. They do of course hope that some of the volunteers who currently help will continue. There would of course be issues around the loan of parish council equipment etc and whether proceeds would be split 3 ways. This would be discussed at the next E & L meeting.

The clerk had contacted Carol Bosworth to check if she was OK to attend Children's Christmas party as Pip the Clown. Carol has been in and out of hospital over the last couple of weeks and the clerk reported that members were concerned that she would not be able to attend the party in December, so another entertainer has been asked to come in her place. She would ring Carol and let her know.

The clerk reported that she had met with Cllr Sargent to go through the Sleigh Route.

She has contacted CCC with regard to the tax base for 2018-19 and the amount of the grant for the same period, this information had just been received and due to the government grant being lower than expected, the draft budget had been amended to allow for that.

A reminder that the Children's Party is on 9th December and help will be needed for both some of the food and also at the event, washer uppers always needed!

219/17 Environmental Issues including Tree & Pond Warden's Report. Cllr Davis reported that she had received a couple of planning applications for tree works. The Forest School no longer wishes to use the Wildlife Area, Cllr Davis asked the clerk to check when the next tree survey was due. The clerk said she would speak to the insurance company to find out what was required if the area was not open to the public.

220/17 Reports from council representatives on outside bodies and other organisations. Cllr Harvey had attended the allotment meeting, he reported that all the plots were taken and things were running well. He would be attending the KALC AGM on 18th November and asked the clerk to book him in.

221/17 Report on Finance meeting and discuss and approve budget and any other recommendations. The Finance Committee meeting minutes had been circulated to all members, the clerk highlighted the issue raised by the external auditor and asked members to approve the recommendation that next year they would ensure that the Annual return goes on the web site as soon as possible, members agreed this action. Members also approved the Reserves Policy.

Members then discussed the budget for 2018-19, the clerk explained that this had been a difficult budget to put together, mainly because of the new building and the many unknowns. She had kept the figures as low as possible but even so there would be about a 3% increase on last year, partly due to the cut in government grant funding as well as the hall managers salary. Following questions from members the proposed budget was approved. (Copy attached)

222/17 To agree two more signatories for Unity Bank account. It was agreed that it was safer to have an additional two signatories for this account and Cllrs Davis and Mitchell were proposed and approved.

223/17 Update on the M & S grant application and any other grants applied for since the last meeting. Cllr Davis reported that the M & S grant had not yet been officially

announced, the decision was due on 10th November, she thanked everyone who had worked with her to try and get votes, but being up against schools is very difficult. Despite that Herne & Broomfield did get over 800 votes. Cllr Davis reported that as HB Council Offices were closing she had asked if they had any leaflet dispensers perhaps the parish council could have them.

The next grant application will be Awards for All. Next year there might be other opportunities.

- 224/17 Update on Community Centre build and details of the meeting held with the architect and Audio Visual supplier.** A meeting was held with the Quantity Surveyor who says things are on track and the budget is on target for the build at the moment. The soakage details will have to be available for the next monthly meeting, as well as details for the feed in tariff. There have been some minor alterations to things like the ramp to the existing hall and these have increased the costs slightly, but there have also been some savings.

There was some discussion on how Audio Visual equipment could be installed into the middle sized room, probably with a drop down screen. No details yet on the loft ladder. It is possible that a VOIP phone system will be installed. The parish council need to look at what plaques are available and where they can go.

The next monthly progress meeting is on 21st November.

A meeting was held with Matt Judge, the architect, to discuss kitchen details. There are going to be as many units as possible for storage. Also discussed were security cameras inside the building with a monitor in the office, these would be night vision cameras in case of a break in. We spoke about having Audio Visual equipment in all 3 rooms. The question of wall plaques came up and Matt suggested the timbers in the round room could be laser cut with people's names. We spoke about misting fire extinguishers as these are more efficient and can be used on most types of fires. Unfortunately both the lady who was going to come along and talk about phone and internet systems and the one for AV were not able to attend. Cllrs Davis and Blatherwick and the clerk have a site visit on Friday morning to get a feel of the size of rooms etc now that the building has more definition. A Community Centre Committee meeting will be held on 16th November.

Cllr Davis and the clerk went to Faversham CC to look at how they run it, and any helpful tips they could pass on. The meeting was very productive with suggestions for bookings, equipment, phone and internet, cameras and requirements for Health and Safety etc. The marketing manager lives in Herne and has been asked to attend the next Community Centre Committee meeting. He was very helpful. There were also trips to Seasalter CC and Riverside. The best run and most efficient is Faversham, they have increased booking substantially in the last 3 years.

- 225/17 Report on Thank You event.** Approximately 70 people attended, music was provided by Leon Haswell, cakes were all donated and the sandwiches came from Sainsbury. A good time was had by all and the atmosphere was very good and friendly. The raffle raised £82 for the new community centre.

The clerk thanked Michelle for all her help setting up in the morning and during the event.

Representative John Cotterill, Director of Care from Strode Park, attended to receive a cheque for £1,834 and also James Duff from Catching Lives who received a cheque for £1,127.

- 226/17 Members Reports.** Cllr Moore asked if Santa had been DRB checked, it was confirmed that he was. Cllr White reported that she was carrying out Fire Hydrant checks in the parish. Cllr Sargent reported a drunk driver had rolled her car in Lower Herne Road but it had now been removed. Cllr Davis reported that a key had been found in Broomfield Road and that she hoped the next edition of the Newsletter would be ready for the printers next week.

- 227/17 To confirm the next meeting of the parish council will be the Parish Council meeting on 14th December 2017 at 7-30pm at Wootton Room Herne Mill.**

Meeting closed 9.10pm