

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 12th April 2018 at 7.30pm, for the purpose of transacting the following business.

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

Not present: Cllr Davis, Cllr Mitchell, and Cllr Knight

057/18 To receive apologies for absence and accept reasons. Cllr Mitchell who is out with his family and Cllr Davis who is with family celebrating her birthday, Cllr Knight doesn't have a sitter. Members approved these reasons. City Cllrs Sonnex and Jones have both sent apologies.

058/18 To receive declarations of interest on items on Agenda and requests for dispensations. Cllr Sargent re Community Park maintenance. 066/18

059/18 The minutes of the meeting held on 8th March 2018 were agreed as a correct record.

060/18 To report on matters arising from the minutes, not on the agenda, for information only. There was quite a good attendance at the open morning to visit the new centre by hall users and some councillors.

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 11 2nd 35

061/18 Chairman's Announcements. Lee Wells has resigned due to the fact he and his wife are moving out of the area.

062/18 Police Matters/Crime report. Two burglaries in Peartree Road on 8/9th April where a number of items were stolen along with keys for an Audi which was also stolen.

063/18 Warden's Report. The clerk reported that new recruits were due to start training she therefore hoped a new warden would be appointed for Herne & Broomfield.

064/18 To receive reports from County Cllr Marsh & City Councillors.

County Cllr Marsh reported that Herne was now an Air Quality Management Area, pollution levels by vehicular traffic have risen, Kelly Haines is keeping a watchful eye on the levels. The buses that operate in our area aren't the low pollution ones and this could well be a contributing factor, as the buses have got bigger.

The bus lane in Canterbury, along Sturry Road has been deferred. Alan now sits on the Quality Bus Partnership committee, they also deal with issues re bus shelters, so if any are reported please pass on to Alan. Cllr Taylor asked if bus shelters could be provided at the stops near Wildwood as a lot of families use these. Cllr Blatherwick requested a No Through Road sign be installed at the junction of Ridgeway Road and Forgefields.

City Cllr Jones sent a short report as follows

Graffiti has been a big issue in our area in the past three weeks We have been inundated with graffiti damage and have been doing our best to keep up with it, it's been all across our District, so please continue to report it if you see it.

As you are aware the Secretary of State has agreed with CCC in regard to the planning appeal for Strode Farm and has asked the applicant to address the issues. We await the final outcome.

Planning application for phase 2 of the Golf Course was passed two weeks ago, I raised the point that the Footpath falls short of the existing footpath by the old golf driving range and said this must be addressed to ensure the footpath is a continuous length.

065/18 Planning & Highways Issues. Report on planning meeting held on 10th April 2018. The minutes had been circulated but Cllr Blatherwick went through the applications she stated that unfortunately the committee objected to several this time. Cllr White asked if the clerk could check to see if Serco were still going to clear the rubbish in Bullockstone Road. The clerk asked members to keep reporting the potholes.

066/18 Finance

To ratify payments made since last meeting. Judge Architects £4,125 and Betteridge & Milsom £1,494. These were approved.

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

To report on income received. VAT refund £16,596.34, Newsletter advertising £420, Fun day £130, Bank Interest £383.24, allotment £15.50, Hall hire £173.33, 100 club £341.33, CC build fund £33,630.28. Total £51,516.69.

Approve quote for Community Park maintenance £3,695.00, this is covered by Concurrent Function grant. Members approved this.

The clerk explained that she had asked Edge to complete the end of year and open for the new year, as she wasn't sure she could get it done in time due to everything else that was going on; the end of quarter checks had not been carried out this year and the year end will replace those. This had been agreed with Cllrs Blatherwick and Harvey. Approx cost £200. Members approved this expenditure.

Agreement has been reached with regard to pay rises, there will be a 2% increase in the 18-19 year and another 2% increase in 19-20.

067/18 Clerk's Report/Correspondence.

The clerk reported another busy month, lots of meetings more on the one with contractors on 21st March, later. Meeting with Alan Ratford an accountant to discuss VAT aspect of the management contract. Meeting with Doug from Office and Educational Furniture to discuss requirements for the new building. Meeting with kitchen fitters to finalise measurements etc and met with Peter Thorpe to discuss the finances for the build. We had to sort out blinds for the Velux rooflights in the main room. Had a meeting with supplier for blinds and curtains in the new building. Two meetings with James to discuss the draft contract and a variety of issues regarding the management of the new building.

The old hall was emptied out and the clerk thanked Cllr Sargent for coming and taking some of the equipment and storing it. Cllrs White and Taylor also helped to sort out the equipment in the old building. Linda Still has very kindly stored some of the equipment, crockery etc., the clerk has the rest.

The clerk told members that she had been to the hall on Good Friday to clear the remaining equipment, Hoover, cleaning equipment etc.

On Easter Saturday the clerk distributed Garden Safari leaflets and posters to Canterbury Garden Centre, Vincent's and Johnsons.

On Easter Monday the clerk purchased 2 bottles of wine, flowers and chocolates for Alan and Linda King and a card to thank them for all they have done with regard to the Community Centre, these were given to Alan on Tuesday morning.

The newsletters are back from the printers and have gone out to the volunteers for delivery, most have now been delivered to residents. The clerk asked if anyone would like to volunteer to deliver a few to the golf course site.

The forms for District Audit have now been received. The Vacancy notice has been received from CCC following the resignation of Cllr Wells, and has been sent out for the noticeboards and web site.

There weren't any applications for the clerk's position, therefore there will be a new advert for a clerk's assistant, to train up and qualify as a clerk.

The encryption training was interesting and we now have an encrypted folder on both the laptop and desktop where data files can be placed for safety. It appears that it is not necessary to get everyone to sign to say they are happy with their details being retained, if they are willingly given, such as 100 club and volunteers as long as our privacy notice is on the web site and they are made aware of that.

068/18 Environmental Issues including Tree & Pond Warden's Report. Cllr Davison told members that Friends of the Pond did not have time to look after the pond at Curtis Wood Park, as volunteer numbers were low. She asked if pond dates could be advertised in the next newsletter.

069/18 Reports from council representatives on outside bodies and other organisations. Cllr Harvey reported that the Allotment Society have had their AGM, which was well

attended and they have a good strong committee. The clerk reported that the rent for the allotment site would increase to £800 pa from this year.

070/18 Update on new Centre and report on last monthly meeting.

Starting with the report on the monthly meeting. There were discussions re the Energy Performance Certificate, Cllr Davis is dealing with this for the feed in tariff, there was some discussion on the kitchen details. There are some outstanding issues with regard to landscaping, these are being resolved. The request for additional lighting has been dealt with, and we requested that someone checks that the alarm system can be zoned and that there are a couple of panic buttons being installed. It was agreed to go with a loft ladder type ladder, into the storage area and this meant the hole that had been left for large wooden stair case needed to be filled in.

The lights which should be on a container from China, had not been despatched and a request has been made to fly them over, which has apparently been agreed. The air test is to be scheduled in. The installers were coming to look at the mono draught as they are noisy. The hoist has been installed in the disabled toilet. There were discussions on the demolition of the old building, the date for this is 3rd April. The PV monitor needs to be ordered. A request to use anti- graffiti coating to the exterior paint.

A revised programme will be issued, with the handover date. HBPC will organise the fire extinguishers.

The scaffold will come down soon, the log retaining walls are being installed. First floor plastering has been completed, installation of mechanical and second fix is well under way, and the internal doors are being installed. Cllr Blatherwick requested the Method Statement for the soakaways, these are scheduled for installation mid April. This date has now been put back to early May The next meeting is 17th April. Completion is 25th May.

Update on progress

Lots going on at the moment as you might have noticed the old building is no more, now reduced to a pile of rubble. Work on the landscaping has begun, walls are plastered, flooring is down, air con units are going in and toilets are being installed. Doug, from office supplies has visited twice and has supplied a suggested layout for the new office, he has also provided suggestions for tables, chairs and storage units for the Centre. The blind and curtain people have been and measured up. The kitchen installers have been on site to finalise the measurements. The people supplying the signage will be on site on Friday morning to look at requirements.

There have been a few issues with regard to some of the bookings for existing users, most of these have now been resolved, the rest are under negotiation. It does appear that some users did not expect a price increase for the new building and have been unwilling to change their times even if only by 15 minutes.

071/18 Update on Management contract. This has been back and forth a few times and it is now back from the solicitor, and was circulated to members earlier in the day, the solicitor has been quite helpful, once agreed it will go to CAM. After much discussion Members made some minor alterations and the clerk will send on for approval.

072/18 Suggestions for who should receive the award at the APM, for outstanding contribution to the community. There was a suggestion that Barbara and Phylis who helped run the coffee mornings or perhaps Alan and Linda for all they have done over the past 4 years. A decision was made and this will be announced at the APM.

073/18 Request to move the date of APC meeting to 3rd May. Not now needed.

074/18 Members Reports. Cllr Blatherwick reported she had attended the Governance Review meeting at CCC, it appears that residents in Hicks Forstal Road do not want to be included in Herne, there was also an issue with regard to the parliamentary boundaries. There was discussion as to whether H & B would be better being included in RAMP rather than HBAMP, Cllr Blatherwick thought that was a good idea as HBAMP do not seem to be interested in parish councils or understand how they work. Cllr Davison was working with Friends of St Martins with regard the Flower Festival planned for 1st and 2nd June. The WI would like to plant the flower bed in the village in 2019.

075/18 The next meeting of the Parish Council will be the APC meeting at 7-30pm at Wootton Room Herne Mill on 10th May 2018.

Meeting closed 10.15pm