

HERNE & BROOMFIELD PARISH COUNCIL

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

Minutes of the Herne & Broomfield Parish Council Meeting held at Herne Mill, Wootton Room, on Thursday 9th August 2018 at 7.30pm, for the purpose of transacting the following business.

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

Not Present; Cllr Mitchell, Cllr Knight and Cllr Saunders, Cllr Moore.

- 136/18 To Co-Opt Daniel McCann,** Daniel is unwell but still willing to stand. Members approved the co-option.
- 137/18 To receive apologies for absence and accept reasons,** from Cllr Mitchell, Cllr Knight, Cllr Saunders who are all on holiday, Cllr Moore whose wife has had an operation. County Cllr Marsh. City Cllrs Jones and Sonnex. Reasons for members absence were approved.
- 138/18 To receive declarations of interest on items on Agenda and requests for dispensations.** None
- 139/18 The minutes of the meeting held on 12th July 2018, were agreed as a correct record.**
- 140/18 To report on matters arising from the minutes, not on the agenda, for information only.** None

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

No 38 1st 18 2nd

- 141/18 Chairman's Announcements.** Cllr Blatherwick introduced assistant clerk Kirsty Ash.
- 142/18 Police Matters/Crime report.** The clerk had received a call from a resident about some bikes that had appeared in a garden near to her, this was passed on to the Police via 101.

143/18 Warden's Report

'It has been a busy summer so far with various road issues in the area, which I have been helping to monitor.

I continue to attend the Greenhill Coffee morning from time to time so they feel that they have some support without having their own Warden. There were issues reported about an individual who was hanging around and attempting to steal people's bags at the bus stop. Details referred to Kent Police and local PCSO's. While in Greenhill I attended an empty property, which was overgrown and had brambles causing an issue with the path. Dan from Highways has since visited the property.

I was invited to attend the Year 6 Production at Herne Junior School, Lion King, which I thoroughly enjoyed. It was an impressive performance and I was made feel very welcome.

I attended the Herne Funday on the Sunday. I was assisting with traffic control at the main entrance. I also walked around the event when I could, to do some community engagement, but the weather was so bad that it was a really challenging day for everyone.

I attend a knitting group at Broomfield Church and while there met a lady who is a Street Pastor. We discussed possible opportunities regarding starting some kind of group at the church which is a little under-utilised at the moment and could provide something for people up in Broomfield. We discussed some kind of intergenerational group during school holidays and activities for a social club of some kind. She is going to ask the church if this might be possible.

I have met with the Head Teacher of the Infants school, which was really positive. I will be getting involved with as much as possible with the schools and they have said that I will be invited along to various activities. I am hoping to work closely with them and facilitate projects and creative activities.

I have met with a contact that I have from the KCC Road Safety team and have now have various things such as 30 children's hi vis jackets, adult hi vis jackets, booklets and information about Small Steps courses that I used to teach in primary schools. I am also contacting Turner Contemporary, as I am an Arts Award Advisor, to see if they would be willing for me to use their literature to go to the schools and suggest activities where children could gain Arts Award level Explorer.

There was a message from a resident, expressing concerns about youths climbing in through an open upper window at the derelict Plough Pub in Broomfield., she was advised to call 101. I went to have a look around and noted that the upper window was easily accessible along with a rear window. I informed the PCSO's and called the owner of the property to tell him and discussed the necessity of making the building secure. The owner texted back after to thank me for calling and said that they would be coming out to take a look. Will contact him again if this has not been done by the end of this week.

I attended a Family Fun day at Poppy's Children Centre in Herne Bay with the Whitstable and Seasalter Warden.

I continue to attend Age UK reassurance drop ins where I am currently assisting with an art project they are involved with, called Our Work of Art which is funded by the Arts Council and facilitated by volunteers and a Pottery shop in Canterbury. The aim is to improve general wellbeing in the clients of Herne Bay and Canterbury Age UK.

I received a call from a concerned resident about a baby Seagull that was caught and distressed in a neighbours guttering on second story of house. I visited the property and spoke to the owner who had called the RSPCA the evening before. Called the RSPCA to get an update and was told that someone was still going to be coming out to deal with it. Reported back to the concerned neighbour that it was in hand.

I have had a meeting with Herne Bay Age UK and am arranging to do regular activities with them around scamming and engagement. I will also be assisting them from time to time with meal deliveries and collections on the bus.

I planned and placed publicity around the village for a weekly surgery drop in at the Herne Centre. This gives people the opportunity to pop in and see me if they have any concerns or if they just want to come and say hi to meet me. This is also being publicised on the website and Facebook Page thanks to Cllr Davis. I will have a more visible presence in the reception area of the Herne Centre when we have moved into the office and it starts to get busier.

Today's session was a quite one but being in that prominent position from time to time is going to help with making me as accessible as possible.'

144/18 To receive reports from County Cllr Marsh & City Councillors. None.

145/18 Planning & Highways Issues. Report on planning meeting held on 2nd August 2018. The minutes of the meeting had been circulated and the clerk updated members on the two applications where queries had been raised. The response from the Secretary of State re Strode Farm has been received, it appears that the Appeal will be allowed if conditions are met. The amount of funding that Hollamby Estates will need to contribute towards the BRIS (Bullockston Road Improvement Scheme) is unclear as is when it has to be paid. The spine road will need to be completed when the 410th dwelling is occupied. The plans will now be dealt with under reserve matters. Cllr Blatherwick told members that the report was a bit confusing when it came to Bullockstone Road and it wasn't at all clear.

146/18 Finance

To ratify payments made since last meeting. Face Painter £100 each and £300 Paul Parker PA

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

To report on income received. VAT refund £29,366.43, newsletter advertising £120, Fun Day £2,216.90. Interest £25.25, Map Sales £12, Allotment water £15.86, Viridor £1,062.95, Herne School Fair £227, 100 club £36, Total £33,098.25

Report on quarterly audit and Finance & Resources meeting held on 7th August. The minutes of the meeting had been circulated and Cllr Harvey asked members to approve viring funds earmarked for the centre manager into the staff budget, as council was not employing a centre manager but had employed an assistant clerk. Members agreed to vire (transfer) £36,000 from Herne Centre budget into the staff budget.

147/18 Clerk's Report/Correspondence. The clerk reported that work on sorting what needed to be transferred to the new office was well underway and Kirsty had been busy shredding! Post will need to be redirected. The furniture is booked to be moved on 23rd August, so hopefully the office will be in its new home for the bank holiday weekend. The fun day has come and gone, report on the event is a bit later. There has been some graffiti on the dog bin and bag dispenser at Community Park. The clerk will try and remove with graffiti wipes. Most of the work during the last month was the Fun day and the Herne Centre. There was also a burst water main in School Lane which resulted in a section of road being considered unsafe for vehicles, work is now being carried out to repair it.

Travellers on Curtis Wood Park were moved on, thanks to City Cllr Jones. The screening panels will be delivered to the Herne Centre next Wednesday. Delivery was postponed due to road works. The clerk and Cllr Davis attended the wake for Peter Gray, former Community Hall Manager, on Friday 3rd August.

148/18 Environmental Issues including Tree & Pond Warden's Report. Cllr Davis had responded to an application to fell a poplar tree in Albion close. Cllr O'Donnell asked what was happening with Friends of the Ponds, Cllr Davis thought that members of the Friends would need to have a meeting to discuss this, in due course.

149/18 Reports from council representatives on outside bodies and other organisations. Cllr Harvey had circulated the minutes of the last allotment meeting.

150/18 Update on the Herne Centre. A meeting was held with Peter Thorpe to discuss the budget for the Centre and currently it is slightly under budget, however there are additional items that will need to be added in. The blinds have been fitted, and the signage has been done, except for a couple that can't be done until the rails to the entrance slope are sorted. There are discussions underway regarding the levels in the car park, BEC have started some remedial work on the drainage and the work on the steps will start after the bank holiday. Cllr Blatherwick stated that she had got so cross with the issue of the levels in the car park going back and forth she had asked an independent contractor to check the levels, the cost approx. £200. This should then give a definitive answer as to whether it is correct or whether remedial work is required. The items that have been listed for snagging are in hand and some additional items such as emergency access bars on the doors and additional soundproofing are being priced. The missing lights are no longer available from the supplier and BEC are looking into alternatives. This may incur additional costs.

The Parish Council share of the income for June and July is £2,034.06 including VAT. Bookings have been better than previously predicted for the first 6 weeks which is encouraging. The bookings to the end of year so far are a total value of £23,474.50, but it is expected to be more than this. The planning application for a change of times will go to committee on 21st August, the clerk asked members to support the application and get others to do so, closing date for comments is 14th August.

Cllr Davis spoke about the chairs in the roundel she was getting a price for re-covering the comfortable chairs and would also look to see what other chairs were available. It had been agreed that the funds raised from the Garden Safari would be used to furnish the roundel.

Cllr O'Donnell said that the centre staff needed instruction on how to use the coffee machine as it was almost cold by the time she had got hers.

151/18 Report on Family Fun Day

Well, those of you who were there on the day, will know the weather was the most atrocious we have ever had. Not only did it rain on and off for most of the day, although, it wasn't torrential and for that we were grateful, but the wind was something else.

Lots of helpers put up the gazebos, rings, signs etc which was wonderful and much appreciated.

The gazebos were well pegged down and thank goodness none of them actually broke free but they took a battering and at one point we were hanging on to them for dear life, that was probably the most stressful part of the day. However, we got to the end of the day, if somewhat earlier than usual, without anyone or anything coming to harm, apart from losing two gazebo's when they were taken down. The large bins all contained broken gazebos as some of the stall holders had them collapse in the very strong winds gusts of around 60mph I believe.

All the helpers did so well in the most appalling conditions and I would like to say a big thank you to all those concerned.

Despite the weather we did have people come along and support the event, and some very brave people who Circle Danced, did Tai Chi and took part in the races. Events in the main ring were sparse this year, and I think that was down to me not being able to put in the time on the organising of the fun day that I would normally, due to being so involved with the Centre.

All the equipment has been put away but the gazebos are wet and will need to be dried off before being put away for the winter.

Despite the weather and lack of people the fun day did make a profit of £1,706.50.

The big thing with organising the fun day is the amount of gazebos that we put up and the amount of stalls we have, it takes a lot of volunteers, time and effort and I have suggested to E & L committee that these should be reduced for future years. You could have more outside stalls or even additional events in the Community Centre to make up for not taking so much, I am sure people would still donate prizes etc. Tombolas, Hook a Cuddly, book stall, and bottle stall took the most money.

The dog show doesn't take too much organising as much is done in advance and now we can use cones with the road pins in, it is easier to erect the rings. Most of the people who helped run the dog show would be prepared to do it again.

The PA cost £300 which we felt this was too much to be paying out for an afternoon and an alternative must be found for future years. It would also be good to find face painters who would not charge too much or we might have to make a small charge towards the cost. We need to look at what takes the most money and is easy to organise.

There were some issues with Disabled parking, the clerk has discussed this with Dan (KCC Highways) who was on the gate all day, he has suggested that there could be disabled parking if it was coned off near the entrance and that if passes for parking on site were issued and charged for before the event, it would make it easier for people on the gate, in fact anyone who wishes to park on site should be issued with a pass for ease of those controlling the gate.

Dan also thought there needed to be better control of vehicles and that they should understand that they cannot leave until the end as the gate will be locked!

Carol Bosworth had called into the office the following day to return £50 of her fee as she said it had been such an awful day she couldn't accept all of it.

152/18 To discuss donation to Allotment Society for prize giving and replacing camera at Broomfield Community Park cost of camera. £45 plus VAT.

Members agreed to give the Allotment Society £150 for the prize giving and Cllrs Davison and O'Donnell will judge the categories. It was agreed to replace the camera at the entrance to the Community Park at a cost of £45.

153/18 To approve the clerk and assistant clerk attending KALC training day in September. Members agreed that the clerk and assistant clerk should attend the

training days at a cost of £90 each. Members would like to see Kirsty attend as much training as possible which will help her when she starts her CiLCA (Certificate in Local Council Administration) course at £250. She will start the ILCA (Introduction to Local Council Administration, the Essential Knowledge) course soon, at a cost of £99 and hopefully go on to the CiLCA in the new year when KALC announce the dates. It would then be possible for her to go on to Level 4 Certificate of Higher Education in Community Governance, which is the equivalent qualification that the clerk holds.

- 154/18 Members Reports.** Cllr Harvey reminded members that HB Pier Trust were holding a Variety Night on Saturday 11th August, Full Monty for guys and girls with funds raised to go to Prostate and Breast Cancer charities. Cllr O'Donnell asked if was possible to get into the wildlife area, Cllr Sargent has this in hand.
- 155/18 The next meeting of the Parish Council will be on 13th September at 7-30pm at the Herne Centre.**

Meeting closed 9.25pm