

HERNE & BROOMFIELD PARISH COUNCIL

Parish Office, Herne Centre, St Martin's View, Herne CT6 7AP

Minutes of the Parish Council Meeting of Herne & Broomfield Parish Council held at Herne Centre, St Martin's View on Thursday 5th December 2019 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Blatherwick, Cllr Davis, Cllr Day, Cllr Hill, Cllr O'Donnell, Cllr Davison and Cllr Collins.

Not present: Cllrs Harvey, Sargent, Knight and White.

- 196/19 To receive apologies for absence and accept reasons.** Cllr White who is working, Cllr Saunders who has another engagement and Andy Harvey who is away. Cllr Knight who hasn't got a baby-sitter and Cllr Sargent who is unwell. The reasons were approved. City Cllr Dekker whose husband has had surgery this morning.
- 197/19 To receive declarations of interest on items on Agenda and requests for dispensations.** None
- 198/19 The minutes of the meeting held on 14th November 2019** were agreed as a correct record.
- 199/19 To report on matters arising from the minutes, not on the agenda, for information only.** Cllr O'Donnell reported that Cllr Harvey had passed the menu to her from Toast for the quiz night. Cllr Davis said this would be discussed at the next E & L meeting in January.

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 42 2nd 32

A resident spoke about the application for a telecom mast in Curtis Wood Park.

- 200/19 Chairman's Announcements.** Cllr Blatherwick thanked all those who had helped with the float. She spoke about help for the forthcoming events and then presented the clerk with a Christmas gift and one for Michele Nicholson. She wished all members a Happy Christmas.

- 201/19 Police Matters/Crime report.** None

- 202/19 Warden's Report. (Circulated)** Although the report had been circulated the clerk had been asked to read it out, Cllr Day explained that it may be some residents could not access it via the web site, due to eyesight problems and possible dyslexia etc. These could be hidden disabilities.

'Mandy has assisted with painting the float with the help of volunteers and colleagues. She hopes next summer, to be able to have a mini project to decorate it further. Perhaps an opportunity for a design competition of some kind for the sleigh?

She assisted two members of the Parish Council delivering items to the Food bank at the Salvation Army hall in Herne Bay.

Mandy has been involved in a multi-agency presence at the local schools called Operation Safety Net during National Road Safety week. Working with colleagues from Parking Enforcement, Police and members of Canterbury City Council Environment. A regular visit is planned with a local PCSO, Parking Enforcement and hopefully a representative of KFRS to enable joined up working on a more regular basis, as manpower allows.

A meeting with Kelly Haynes from Canterbury City Council Environment, Head Teachers from the Juniors and Infants schools and members of the Parish Council with regards to activities around air quality in the area and a project with the schools next year, was productive. We have discussed both schools having a pair of "Buddies" each, they are new signs that look like children and carry messages about things such as switching off engines, parking thoughtfully etc. It may be possible to secured 2 more for use at events in the community.

The Road safety banners, and signs are all now in situ at the Zebra crossing, gates of the Infants and at Briary in Greenhill. There were a couple spare due to a printing error, so they went to Briary. The 2 winning signs are at 2 locations along Mill Lane. Information has been sent to the Herne Bay Community Magazine who are doing an article, to help raise awareness and the case study has been used by KCC on the Community Warden Blog area of the website along with their Social Media portals.

The Art group at Broomfield goes from strength to strength and Anne is doing a fantastic job with the day to day running of it. The numbers are steady, and the participants are really getting a lot out of going. Another full day workshop day is planned for the new year with David Redfern again.

There is an offer of funding from Canterbury City Council for a Creative group which will hopefully start in the new year.

The coffee morning at Broomfield is still a little slow to increase numbers. Two new banners have been given to them, designed and made for them with funding from Canterbury City Council, to help publicise it.

Along with Warden Roger they attended the Strode Christmas event and assisted with the entrance gate and a game, and there was a lot of Community Engagement. Various residents with issues have been visited, ranging from problem dogs, issues with neighbours and reassurance visits.

Mandy will be helping at Children's Christmas party and Christmas Funday, as well as the Float on 21st & 22nd December.

Mandy will be holding a Come and Join us Table every month in the café area at Sainsbury's on the first Tuesday of every month starting after Christmas. The that was done during Adult Safeguarding week was popular.

There has been a meeting with the Engagement Officer of Age UK with regards to setting up a Men's Shed in the area. A poster is on the Community board at Herne Centre and Mandy will be supporting them with setting up where she can. Information can be found about the Men's shed initiative online; (despite the name, women will also be able to attend but the aim is to engage more men in activities in the area).'

203/19 To receive reports from County Cllr Marsh & City Councillors Howes and Dekker

Cllr Howes spoke about the telecom mast, he has objected, there were now twice the number of antennae proposed from previous plans circulated. It is also much taller. He reported much time had gone on planning issues, the new format for the weekly planning list. He is in discussions with Simon Thomas regarding planning officers consulting more and talking to parishes especially the tree wardens who are more knowledgeable than some officers. There are also some discussion going on regarding CIL payments (Community Infrastructure Levy) and there needs to be better communication with the parishes. There is a Governance Review requested as Herne & Broomfield is both Rural and Urban each ward councillor will represent the parish on each of the Forums. He Congratulated the Community Driving School on their success.

County Cllr Marsh reported that he was working at getting a better dialogue between CCC & KCC there had been a meeting to discuss Hillborough and KCC officers are working with planning officers at CCC. There has been a change to the plan for Sturry Relief Road this will now allow all traffic to use the level crossing once the ring road is in, rather than just buses. Planners want to try and avoid Herne & Hoath becoming a rat run when the new developments are started. There are now plans for a development behind Briary School which is a concern. It may be necessary for KCC to get a loan to fund the roundabout in Canterbury Road. He is trying to get a light at the bus stop in Canterbury Road near the junction with Busheyfields Road. He reported he had attended the Strode Christmas Fair and that it had been well attended. Lastly, he encouraged everyone to vote on 12th December.

204/19 Clerk's Report/Correspondence.

Report on CCC Parish Forum. (Distributed).

Suzi Wakeham the Director of Community Services introduced Barbara Flack Chair of Rural Forum and Blean Parish Council, Sarah Barker KALC Chairman, Matthew Archer Head of Corporate Governance, Andrew Thompson Deputy Team Leader Planning Policy.

The meeting is to identify issues and take them forward.

Barbara Flack said she hoped this could be the beginning of a positive future.

Sarah Barker said that there were 311 parish councils in Kent.

Each table was then asked to put comments/post-it notes on the large sheet of paper provided, which was split into 4 squares, KCC, CCC KALC and parishes.

Communication issues with CCC, planning issues, charges for bus fares and the service. All the sheets were going to be studied after the event and hopefully, will be taken on board. Officers admitted that communication with the parishes hadn't always been good and the claim that people didn't know who to contact, was being addressed; there was a copy of a document with contact details for CCC Officers and this will be emailed to all parishes.

There was a talk regarding planning, and the new Local Plan, developers/landowners will be asked to come forward with sites, there will then be engagement with parish councils and residents. There will be a sustainability assessment, followed by challenges and the examination. The housing figures are being increased from 800pa to 1100pa. The Local Plan will be reviewed every 5 years. The plan must be sound and comply with National Policy. There were discussions on NPPF, homes and jobs, supporting town centres and delivering infrastructure. They spoke about mitigation and adapting for climate change, preserving and enhancing the natural and historic environment and good design.

Questions were raised about provision for the older people.

Cllr Blatherwick commented that developers always plead poverty and that they cannot afford to fund infrastructure requirements.

In other countries the uplift in price from farmland to development land is subject to a percentage going to the government towards the cost of infrastructure, so there is no negotiating with developers to fund the infrastructure. It is expected that Public Consultation will take place in 2020 and the draft will be published in the Summer of 2021, for final consultation.

Sarah Baker spoke about web sites.

Many parishes use EIA the KCC provider, this site is not compliant, all parishes need to move to a new provider by September 2020. KALC have issued a list of companies that deal with parishes, one that is free but didn't come recommended by some that had used it. It would be necessary to check that domain names could be transferred; it can take up to 2-3 weeks to set up. The new company will need to transfer everything over, some of the sites will provide councillors emails. The only trouble with this is if the web provider changes, the email addresses would have to be changed. It is worth looking at costs for this before a decision is made. Cantium which is owned by KCC was recommended and meets legal requirements it was also stated that it needs expertise. Sarah told everyone it was important for councillors to have their own email addresses for their own protection. Investigations on the companies on the list and if there is a front runner it was suggested that perhaps KALC could lobby to get a better price if several councils sign up.

There was a very quick run through of events that were scheduled for the future, Code of Conduct, Freedom of Information, Concurrent Funding, Climate Change, Corporate Plan and the Parish Charter.

The clerk reported that she and Michele had attended an SLCC meeting and presentation on 20 is Plenty this is a campaign to get blanket 20MPH speed limits and how they work and how they can be achieved. Faversham is set to be the first town that will have a blanket 20mph throughout, except for A2, which they are

still working on. The speaker did state that physical traffic calming is not necessary or effective but the 20mph even if not enforced is found to reduce speeds; drivers tend to do 4-5 mph over the speed limit and if that is 20 then it is still under 30, education of drivers, cyclists and pedestrians is also helpful. The clerk spoke with Faversham Town Council clerk as to how they started the process, which was based on the communities wish to have the reduced speed limit, rather than stating they were proposing to reduce the speed limit, they started out with asking residents if they felt safe in the area they lived in, if not, why not. What they wanted to see done to improve the area and any other things that they could suggest which would improve/enhance the area they live in. Perhaps something for the parish plan group to take forward. It was also proven that a 20mph limit improved air quality and although KCC state they cannot be implemented on an A road; this isn't the case!

The lock on the disabled toilet broke, locking in a lady and 2 children, and the fire brigade were called to let them out, ACME locks have been out to replace the lock.

Matt Judge has been in today to try and work out how the Velux can be opened in the roundel. He will be back again next Thursday with a ladder to get up on the roof.

205/19 Finance.

To ratify payments made since last meeting. Payroll Manager renewal, card payment £86.40, Software package for payroll.

To approve payments presented at this meeting; schedule and bank reconciliation supplied. All payments were approved, and the clerk reported on reserves.

To report on income received. Warden Grant £250, Grant children's party £300, Refund £8.75, Hall hire £3,378.36, Bar takings £478.34, 100 club £12 Total £4,427.45

Finalise the budget and precept figures. The tax base hadn't been sent out by CCC; it was not possible to know exactly whether the precept would be reduced for 2020-21. The figures for the budget and the precept had been fully discussed at the previous meeting and members went on to approve a precept of £171,857 and a budget of £201,951. The clerk will inform CCC of the precept request.

206/19 Planning & Highways. Any updates on Air Quality in the village. Warden has covered a couple of things that are in hand regarding the air quality and engine idling. Cllrs Davison and Blatherwick had attended a meeting at UKC where the psychology of motorists was discussed, it has been suggested that signs work but need to be changed on a regular basis. The issue of idling is more prevalent around the schools, rather than in the village it is hoped to find out where drivers are travelling to when they go through the village; this may give an indication as to how traffic could be reduced. The upgrading of Bullockstone Road will play a major part in reducing traffic and therefore pollution through the village. It is still hoped to discourage HGV's from travelling through Herne.

Members agreed to object to the proposed mast in Curtis Wood Park, the new proposal was for many more antennae and a much taller mast that would protrude way above the trees when they were in leaf and be an eyesore during autumn and winter months. The clerk had contacted the vicar who had not been informed of the plans to relocate the mast.

207/19 Environmental Issues including Tree & Pond Warden's Report. Cllr Davison reported that the work on the Yew Trees at St Martins church had finally been carried out. One of the trees is very old and there are plans to identify trees in the area and log their significance especially the ancient yews. Cllr Collins reported that the Pond Group did not have a secretary now. There was a pond meeting and the

trees that had arrived were tiny and had been taken home by a couple of people to pot and bring on until they were big enough to plant out. The group needs a plan as to how work will be carried out at the pond and what needs to be achieved at each meeting. Perhaps individuals could be responsible for certain areas. More helpers are urgently needed. Cllr Davis is working on that.

- 208/19 Reports from council representatives on outside bodies and other organisations. Report on KALC AGM, (Circulated)** The clerk will circulate the minutes of the meeting when they are available. It was suggested at the meeting that KALC could become more involved in lobbying KCC and CC and the parishes behalf.
- 209/19 Update on the float.** The painting is finished, Cllr Day has put outdoor plugs for the electric in place of the ones previously used and the lights are now on the float. The music has been sorted and a friend of the clerks will loan and set up the equipment required. The brewery has offered to store the float and they would like to use it on 14th December at one of their events.
- 210/19 Report on Parish Plan groups progress.** Cllr O'Donnell is looking at getting a booking at Herne Centre for a public meeting hopefully in January to see what interest there is, also what skills people have, to help produce a new Parish Plan.
- 211/19 To discuss volunteers for events and float.** The children's party so far Cllrs Davis, Blatherwick, Saunders, O'Donnell, Michele and the clerk were confirmed. The Christmas fun day Cllrs White, Harvey, Saunders, Davison, Blatherwick, Davis, Collins, O'Donnell and Knight. Float Saturday, Cllr Sargent, Cllr Harvey, Cllr Day, Cllr Blatherwick. Sunday Cllr Sargent, Cllr Day, Cllr Harvey, Cllr White and Cllr Knight. Many our warden will also go out with the float. If anyone can't attend, they need to contact the clerk.
- 212/19 To discuss how to take forward producing a list of Community Assets.** Cllr Davison asked members to think about what is important to them and the community, things like shops, pubs, open space areas, building etc. If they could email her with any ideas, she will compile a list.
- 213/19 To discuss an issue that has arisen with an allotment holder (This item will be preceded by a resolution Under Public Bodies (Admission to Meetings) Act 1960, to exclude the public and press due to the confidential nature of the business being discussed.)** Members discussed an issue that had arisen with a plot holder. They agreed a way forward and both the plot holder and the committee for the Allotment Society will be informed.
- 214/19 Report on the end of Michele Nicholson's probationary period and the recommendation from Staffing Committee. (Closed Session) This item will be preceded by a resolution Under Public Bodies (Admission to Meetings) Act 1960, to exclude the public and press due to the confidential nature of the business being discussed.** The clerk reported she had carried out an appraisal as Michele's probationary period has come to an end. She had discussed with the members of the staffing committee and Michele will now be kept on as per her contract. She will be increasing her hours to 30 per week, to cover, as the clerk will be reducing hers to 25 per week, additional hours will be worked, by the clerk, when required. These changes will be from 1st February 2020, and the details need to be approved and minuted. The clerk had discussed with Bright HR a change of contract, they advised that this wait until April 2020, as there were changes coming in re employment law. The clerk had spoken to them about changing the job title at that point from Admin Assistant to Assistant Clerk, and she explained that they had advised it would not be necessary to advertise the post, as it would be an internal promotion. The clerk explained that it would be easier to manage pay scales, holidays etc as it would then come under NALC/SLCC agreed scales if Michele was on an Assistant Clerks contract. Members approved this course of action and Michele will be informed by letter.
- 215/19 Members Reports.** Cllr Davis informed members that the architect had agreed to

sign an affidavit, to try and get us moving with the FIT payments, this is ongoing.

216/19 The date of the next meeting of the Parish Council will be 9th January 2020 at 7-30pm at the Herne Centre.

Meeting Closed at 10.10pm