

HERNE & BROOMFIELD PARISH COUNCIL

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

Minutes of the meeting of Herne & Broomfield Parish Council held at Herne Centre, St Martin's View on Thursday 14th March 2019 at 7.30pm, for the purpose of transacting the following business.

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

Not present: Cllr White, Cllr Knight

- 36/19 To receive apologies for absence and accept reasons.** Cllr Davison will be late as she has a parents evening, Cllr White is working and Cllr Knight who didn't have a child sitter.
- 37/19 To receive declarations of interest on items on Agenda and requests for dispensations.** None
- 38/19 The minutes of the meeting held on 14th February 2019,** were agreed as a correct record.
- 39/19 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.

One resident spoke about traffic issues in Mill Lane

Draw for 100 Club

1st 64 2nd 31

- 40/19 Chairman's Announcements.** Cllr Blatherwick reminded members about the Annual Parish Meeting, the award for outstanding contribution to parish, all suggestions to the clerk please. Cllr Blatherwick also reported that she Cllr Davis and the clerk are attending the awards evening on 21st March as the Centre has been nominated as a finalist in the Kent Invicta Chamber Awards 'Construction Project of the Year 2019, it has also been shortlisted for the Royal Institute of Chartered Surveyors S E Awards 2019 in the Community Benefit Category. The entries were submitted by Betteridge & Milsom.
- 41/19 Police Matters/Crime report.** The clerk reported that she had been contacted by PCSO Gary Sorrell who has said he hoped to attend a parish council meeting 3 or 4 times a year. The clerk had today received an email from an officer at Kent Police researching how much contact the parish clerks had had with their PCSO's and if they had contact details for them. He also asked if they attended parish council meetings. The clerk responded that the parish hadn't seen the PCSO for the area until very recently, no one had attended a parish council meeting for quite a few years, and she did not have any contact details.
- 42/19 Warden's Report.**
There have been some reports locally of vans and vehicles being broken in to and having tools stolen.
- I have had reports of local people receiving scam phone calls regarding HMRC where they have been asked to provide personal details.*
 - There has been a company called Building and Roof Solutions, operating in the area, stating that work is needed on properties, which is not true. They are being investigated and have been seen working in other areas also.*

I launched the Road sign competition at Herne Juniors, the whole school are entering and this week their work has been displayed to the parents which will hopefully help to highlight the message regarding issues in Mill lane. Sainsburys have also agreed to display the 12 pieces of shortlisted work and winners in their reception area for a week with signage explaining

why the competition was devised and the issues in Mill Lane to widen the message to local residents.

I accompany Wednesday Wanderers in the local area to engage with them and keep up a visible presence at the same time. Many of the members of this group kindly volunteered for the Community Litterpick.

I have been doing various welfare visits referred to me, this is something that I try to do on a Friday with a colleague.

There have been ongoing issues with parking in the area, especially during school times so I have been working with the Enforcement Team and schools to try and address this, something which is really challenging so generally I am advising, managing expectations and if necessary trying to chat to parents to persuade better parking. I am trying to work from the angle of the schools with things such as the road sign competition and initiatives to highlight directly from the viewpoint of the children.

I have put together a list of volunteers for future opportunities, they are all willing to get involved in the future so I will utilise them where I can.

I have been working with the Engagement Officer at Age UK on a Community Swap event which will be held at the Church Hall in Greenhill. We have liaised with the church and also Sainsburys who are going to kindly donate items for a raffle and refreshments. Visitors will be invited to bring along clothes and toys they no longer need, which will be displayed and then guests can take items away. No money will be taken for the items but if people wish, they will be able to purchase refreshments and raffle tickets with funds going to Age UK and the church as a donation for use of the venue. Items remaining at the end will be taken to various local Charity shops in Herne Bay.

The monthly Information Pop up café will start at the Broomfield Surgery garden area from April 23rd, 1030-1230 where people from the local Community will be able to meet up for free refreshments and access general information. The Surgery will also be advertising this and referring patients directly to it and I have invited people from various organisations to come along each month and sit and chat informally about what they do.

Mandy is currently working a 4-day week, this is being reviewed in June.

Cllr Davison arrived at this point.

43/19 To receive reports from County Cllr Marsh & City Councillors Sonnex & Jones. City Cllr Sonnex reported to the clerk that she had chased up the repairs to the bus shelters, the glass is on order.

City Cllr Jones introduced Joe Howe who is standing for the Conservatives in Herne & Broomfield Ward as both Cllrs Sonnex and Jones are not re-standing. Robert commented on the bus shelters and he explained that it is not always easy for people to take responsibility for the damage on a shelter as they are owned by different organisations. There is now a graffiti reporting option on the CCC website. CCC has obtained some new dog fouling signs, these have luminous eyes which are watching! Robert had asked Serco to clear away the arisings at Broomfield Pond. Cllr Harvey asked if it was possible to find out how many dog walkers had been challenged as to whether they have the means to clean up after their dogs, Robert said he was sure it was.

County Cllr Marsh was asked about the possibility of extending the pavement in Mill Lane following the request by the resident in the public adjournment. He said he would look into what could be done, funding is tight and KCC are £30M short on the budget for 2019-20, there were very limited resources. Installing bollards, would be quite expensive and the issue of a footway would depend on the availability of land. He suggested the resident spoke with neighbours and came back to the parish council with what the residents in Mill Lane would like to see happen to address the issues.

Alan spoke about the Joint Transport Board meeting that was looking at yellow lines and pavement parking bans in the District. The report from Highways was also on the agenda and this concerned the works required to Bullockstone Road and how it will be paid for as

Hollamby Estates did not want to pay the full cost. The funding from the Golf Course development is being spent on the surveys etc, therefore, the balance of the funding would have to come from the Strode Farm development and Hillborough. Funding from Hillborough for Bullockstone Road was in doubt as there is a considerable amount of work on the highways side for this development. If funding is not found and the improvements do not go ahead the amount of additional traffic generated by the Herne and Hillborough developments will have a massive impact on Herne and Hoath as a large amount of traffic will use these routes.

44/19

Clerk's Report/Correspondence. The clerk said it had been a busy month, as she was now back to doing everything on her own. There have also been quite a few meetings, Finance, Environment & Leisure, etc.

The clerk reported that she had had a meeting with Sarah Bingham to discuss the community fun day, Sarah will revamp the application forms and the clerk will send these out to those who had attended in the past. She will also send out the revamped forms for the Car Show attendees. These will be accompanied by a letter explaining the changes to running the event. The times for the event have been changed it will open at 11am and close at 3pm, stalls will be expected to be set up by 10am. There will not be any vehicle movements after this time. The main gate will be locked after 10am and no vehicles will be allowed to leave until after 3pm, apart from emergency vehicles. This is for pedestrian safety but also to comply with anti-terrorism rules. Closing date for applications will be 12th July.

The large Red Gazebo will be the Information tent and the number of 'own' stalls will be determined later, not all will be in gazebos.

Sarah will produce the plan for CCC.

A Facebook page will be set up and there will be a link to application forms for stalls. Strode Park will take in the fees and takings on the day. (Tracy Lovatt's replacement does not start until April, so details from Strode will be limited until then).

Face painting and Pip the Clown will be provided free of charge and Lisa Crowhurst is looking into getting a band.

KCC Alan Marsh has indicated he will donate towards the Fun day and the clerk will complete the forms.

Sarah and Lisa will source prizes and hopefully Cllr Knight will help with this (she wasn't able to attend this meeting). All parties will be asked to contact volunteers and the Parish Council will loan out the gazebos and tombola drums. It is hoped that the Ducks and Hook a Cuddly will still be stalls at the event, as these are very popular.

The date of the next meeting is to be confirmed.

Kim Melton has completed the fencing at Community Park just in time before the bad weather arrived, a photo was sent to all councillors.

The clerk had a meeting with Sarah Randall from CCC re bins, Sarah came to talk about litter and dog bins in the parish, if there had been requests for additional bins and if there were any that were surplus to requirements. Serco's contract is due for renewal in 2020 and obviously cost cutting is at the forefront of everyone's minds.

Canterbury are consulting with parish councils as they are proposing to remove some dog bins and just have a litter bin, especially in areas where there are both close together. This of course would reduce the overall number of bins that would need to be emptied.

There are currently 14 bins in Cherry Orchard, 5 of which are dog bins. There are 24 litter bins in the cemetery, the others are well spaced out around the parish.

The clerk reported that she had passed on the request to put a dog/litter bin next to the track in Broomfield Road, almost opposite the Meadows, it is currently further along the road, and for a litter bin by the bus stop opposite Canterbury Fields on the Canterbury bound side, also one at the entrance to the underpass, there is currently a dog bin so this may be replaced with a litter bin. There will be further consultation before decisions are made. The litter bins currently being used are Glasdon Jubilee, which have tops and therefore stop litter blowing out of the bins.

Sarah also asked if there could be something in the newsletter asking residents to report dog fouling to Serco, especially areas where it is bad, they can log it and target these areas.

The agenda's and minutes have been sent out to all the organisations etc for the Annual Parish Meeting and the election forms received have been circulated. The newsletters are almost

ready for the printers, thanks to Cllr Davis for getting it ready. We are working through the advertisers at the moment to check they have all received an invoice.

Cllr White had a meeting with David Carey from Kent Tree and Pond Partnership (KTPP) as she would like to become a tree warden.

A meeting has been arranged for those opening their gardens on 26th March at 7pm.

A couple of complaints have been received regarding parking in various places around the parish.

Cllr Harvey asked about transporting the gazebos for the fun day and the clerk explained that Sarah thought she had people that could transport them.

45/19 Finance.

To ratify payments made since last meeting. H R Services by BACs

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

The clerk explained that she was testing the on-line payment system so three of the payments were being paid direct from the Unity Bank. Members approved all the payments and the clerk went through the reserves.

To report on income received for February. Refunds £192.35, Centre Income £2,574.57, Bar takings £218.17, 100 club £132. Total £3,117.09

To discuss an increase for advertising in newsletter, advertisers had been told the price for 1/8 page for a year would be £72 plus VAT no one had complained. It was agreed that advertising costs would be increased for the 2019-20 year.

46/19 Planning & Highways. Receive the minutes of the meeting held on 7th February, and answer any queries arising. This was discussed at the last meeting next planning meeting will be on 28th March.

47/19 Environmental Issues including Tree & Pond Warden's Report. Cllr Davis reported that Viv Norman was now chairman of the Pond Group and that a task day had been held and that another was scheduled.

48/19 Reports from council representatives on outside bodies and other organisations. Cllr Harvey had attended the Allotment AGM there have been some issues with one member of the committee, who has been asked to stand down. He also attended the Herne Bay Forum meeting, he suggested that a parish councillor should attend as it would be beneficial. The Annual Parking Review was discussed especially the pavement parking, a lot of which was not upheld; the proposal for Peartree Road would depend on the outcome of what width the road was as if it is too narrow the fire brigade will object. Their next meeting is 12th June. Cllr O'Donnell attended the KALC meeting (clerk will circulate the minutes when they are sent out), Cllr O'Donnell said there was a lot of talk about Brexit and Operation Brock, there would be new signage and a 6,000 space lorry park at Manston. Rosie Duffield, MP will speak at the next KALC meeting.

49/19 Receive minutes of Finance & Resources meeting held on 28th February and answer any queries relating to those minutes. Cllr Harvey asked if anyone had any questions regarding the minutes and as there weren't any the minutes were accepted.

50/19 Receive minutes of the E & L meeting held on 21st February and answer any queries relating to those minutes. Cllr Taylor went through the minutes and took any questions regarding them and the minutes were accepted.

51/19 To discuss outstanding issues at Community Centre. The clerk reported that the lights on the external steps were not working, the electrician attended, and a new cable is needed. The power in reception went off and the electrician had to come out and sort it out. Dale has been working on trying to get the PV generation display working and after many hours and help from a Sibert ex-employee via remote access, the display is now working. The clerk

thanked Dale for all his efforts and the amount of time he had spent, even coming in on his day off.

The Centre has been very busy, and bookings are improving, one day this week all three rooms were in use. The Tea Dances have started, table tennis is now available, and the bowls is starting at the beginning of April

The shed blew across the overflow car park in the strong winds and the staff secured it by tying it back to the fence.

The new smaller round tables and additional bigger round tables have arrived.

The rateable value has been received but the clerk is going to challenge it, hopefully to get it reduced. The business rates have also been received and the clerk has applied for small business rate relief.

The new worktops have been fitted in the toilets, after a minor hiccup, but we are still waiting for the cupboard in the kitchen. Quotes have now been received for the lights in the activity room and to have the floors sealed. It was agreed that no additional works would be carried out until the 12 month snagging period was passed.

Despite the electricity invoices stating we owed a large amount of money it now appears they owe us almost £900! The clerk has asked for it to be refunded to our bank account. The clerk reported that she had today engaged a window cleaner who will clean the windows every two months the cost is £45, he will start on Saturday.

52/19 Update on the Grievance by Kirsty Ash. The amount of outstanding holiday pay has been agreed by both parties and that should now be the end of the matter, the forms should be sent out for signing any day now.

53/19 Members Reports. Cllr Harvey reported he had been contacted by a resident who had booked the Centre and had subsequently had her booking cancelled as it was double booked. The clerk had asked Centre staff about this and it appeared that the booking had been put in for the day before and a wedding booked on the day, this mistake came to light when the booking system was changed, the member of staff has now left and the management had apologised and offered the lady the Friday evening instead of the Saturday.

Cllr Mitchell asked about the advert for an Admin Assistant, he told members that it didn't lead to a long term plan for the future in the office. It was pointed out that this was agreed at the Finance & Resources meeting and it could have been discussed when 14/19 was discussed. It was however agreed to amend the wording of the advert.

54/19 The next meeting of Herne & Broomfield Parish Council will be on 11th April 2019 at Herne Centre at 7.30pm.

Meeting closed 10.35pm