

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 on Thursday 13th August 2020 at 7.30pm, via Zoom, for the purpose of transacting the following business.

Present: Cllr Davis, Cllr Harvey, Cllr Hill, Cllr Saunders, Cllr Colins, Cllr Sargent and Cllr White.

- 142/20 To receive apologies for absence and accept reasons.** Cllr Blatherwick who has another engagement, Cllr Day who is still on a sabbatical and Cllr Davison who is looking after her husband. Cllr Davis will chair the meeting in Cllr Blatherwick's absence. County Cllr Marsh and the wardens.
- 143/20 To receive declarations of interest on items on the Agenda and requests for dispensations.** None
- 144/20 The minutes of the meeting held on 9th July 2020,** were agreed as a correct record.
- 145/20 To report on matters arising from the minutes, not on the agenda, for information only.** The Covid 19 grant from KCC has been approved for £1,000. This will go towards social distancing signage, screens, sanitiser, gloves, masks and items to be included in the Goody Bags. No report yet from Monodraught or Safe & Sound. Michele has put together three options for the new contract for the centre, this information has gone to James Browning for comment. In the Centre, the Eye Clinic for diabetic patients has started back and Slimming World once a week. The holiday club is also running.

ADJOURNMENT FOR MEMBERS OF THE PUBLIC TO SPEAK ON ITEMS ON THE AGENDA

Members of the public to identify themselves if they wish to speak. No request received to attend this meeting.

Draw for 100 Club will be postponed until we meet in person and then we will draw for the months missed.

- 146/20 Chairman's Announcements.** None
- 147/20 Police Matters/Crime report.** No report received.
- 148/20 Warden's Report.**

'As of this week, Roger and I have been requested to return to our Community Connector hours, therefore, we will both be part time on our areas but will cover each other's areas if possible, if one of us is doing a Warden shift and the other is off area.

We will share our rotas with the parish office. where we can, so they have an idea of when we will be about.

Managing time may be challenging but I am hoping to work around it and plan activities for days I am available and hopefully there will be some flexibility.

This is bound to have some impact on how much I can support, but I will keep the Parish Council updated as time goes on. Roger and I are part of the Canterbury Coastal team along with our colleague who covers Whitstable.

A Christmas float meeting was held with the volunteers and all the electrics and lighting are in working order. I have bought the red paint and some other items, on behalf of the Parish Council so hopefully we have all we need. I have put an initial date in the diary for work to commence on Friday 21st August weather permitting.

On Wednesday, this week I went out for the second deliveries of goody bags around the area with Rural Kent. This time bags also contained delicious home-made marmalade, and some pictures. I am working with parish clerk about replicating this initiative for the wider Parish with 50 goody bags going out to members of the community who have been nominated for what they have done during the Covid Crisis.

Canterbury City Council are looking into ASB around the area and people are encouraged to report issues for Public Space Protection Orders. Apparently, anyone can report on Canterbury City Council Website and as they are doing a push for it now, anything with regards to ASB in public spaces, e.g. fly tipping, graffiti, littering, dog fouling etc.

The referrals we have been having from agencies for welfare checks and medicine deliveries has dropped off recently, but we do continue to support referrals from agencies such as Social Services.

There was an issue with the play area in Cherry Orchard being opened too early when workmen mowing the grass left the gate unlocked. Roger and I went along to do some litter picking to find the gate open and children playing on the equipment, even though there was still glass on the ground and there was no signage regarding Covid guidelines. I contacted Serco and CCC (Anne Dekker) regarding this and was advised that the play area would be re closed and opened when everything was in place. That did not appear to happen and there is still no signage there, but the park remains open, much to the delight of the local children.'

149/20 To receive reports from County Cllr Marsh & City Councillors. County Cllr Marsh has reported that work is continuing with KCC, meetings are being held remotely.

City Cllr Howes reported that a site visit for Hillborough had been requested and will take place soon. Kite Wood have gone to appeal for non-determination. The Emergency Committee at Canterbury was looking at options on the way forward. They are hoping to get back to having committee meetings. He spoke about the Concurrent funding meeting and that it had been decided that it would go to the Rural Forum, they were also looking at a better and fairer system. With regard to JTB meetings it may be that there will be one for each town or it will wait until next year. It is hoped meetings will get back to normal by October. Cllr Howes highlighted the consultations that are currently running, Local Plan, Public Space Protection Orders, Housing Strategy. There have been issues regarding using green bins as red bins talks with Serco are ongoing.

City Cllr Dekker reported on the stakeholder and developer meetings held by CCC they had been very successful, there will be further meetings in the new year. The Park and Ride buses will resume as normal from 2nd September. Planning Enforcement are looking into the activities at a property at Herat in Hand. Cllr Dekker reported that the councillors allowances for distribution had been put on hold, she also reported that council members were concerned about the lack of candidates when election time came around and suggested that if anyone was interested in becoming more involved to speak to a ward councillor.

150/20 Clerk's Report/Correspondence.

The clerk thanked Michele Nicholson for covering while she was on a weeks' annual leave. Michele will be on annual leave from 18th August and back on 1st September.

The clerk had a meeting with Joanne Hale who has the play group interested in using the Wildlife area, thanks to Cllr Sargent for clearing it enough so we could get as far as the pond! She has said she will get back to us with some proposals.

The MUGA and BMX track are open and signage has been put up.

We have received some visors supplied by a resident from Hoath, which he kindly supplied free of charge.

The clerk thanked Howe Heating for changing sink in disabled toilet at the centre.

The external auditor has been in touch with a couple of queries on the paperwork submitted, which hopefully have now been answered satisfactorily!

Cllr Day has asked if a couple of quotes could be obtained for the fencing at the side

of the building and this is in hand.

The person evicted from her plots at the allotments has now vacated and hopefully the plots will be re-let soon. The Allotment Society will hopefully be able to have their AGM, as soon as current restrictions allow.

The clerk apologised as the Insurance cost for Friends of the Pond did not go on the agenda, She will make sure it is on for next month and requested someone supply details of the cost.

The barrier for the front of the building, to stop the door opening too far in the wind, has arrived and will be fitted at the beginning of September.

There have been three interviews regarding the vacancies on the parish council, more details on that later in the meeting.

An email from a resident has been received who was threatening to go out and paint over the slow sign in Bullockstone Road, they were advised against doing that due to the safety issues and the fact it would be illegal and passed it on to Highways.

The clerk is currently dealing with a fence which has been erected on a piece of land on the corner of Arden Road and Hunters Forstal Road, without any planning consent; this has been reported to planning enforcement and the ward councillors. As there is a backlog, it is unlikely to be classed as high priority and will not get dealt with for some time.

The clerk has also been working with Dan from Highways on a couple of issues regarding overgrown vegetation in the parish.

Delta attended to sort out the air con in the main hall.

Assistant Clerk's report

Short update.

1. Website.

- Adding old minutes of committee meetings.
- Adding information to various pages; Useful Links, Allotments, Your Parish and Community.

2. Webinars attended and booked.

- KALC Website Accessibility Regulations Workshop on 12th August 2020 - this covered the basics.
- SLCC VAT For Local Councils: The Basics on 17th August 2020.
- SLCC An Introduction to the Planning System on 7th September 2020.

Reports will be provided for next meeting.

- SLCC Preparing to Meet Website Accessibility Guidelines on 9th and 11th September 2020 – these are in-depth webinars where participants will be working on their own website.

Report will be provided for October's meeting.

3. CiLCA.

SLCC have now introduced the CiLCA Portfolio Course – England for new students. The whole course will be delivered by webinar however, the content will be the same as the face to face training. The first webinar is on 22nd

September 2020, with a further 5 monthly sessions. I have registered for the webinars, but not the CiLCA. SLCC recommend waiting until at least one webinar has been completed. I will register for the CiLCA then.

4. Herne Centre.

- Working with West Faversham Community Association (WFCA) on a suitable financial proposal to put forward for the contract review.
- Monthly meetings with James Browning (WFCA), Cllr Blatherwick and myself to deal with any issues raised.

151/20 Finance.

To ratify payments made since last meeting. Monodraught £966.00, approved. To approve payments presented at this meeting; schedule and bank reconciliation supplied. Circulated prior to meeting. All payments were approved. To report on income received. Newsletter advertising £86.40, 100 club £48 Total £134.40.

152/20 Planning & Highways. To receive the minutes of the meeting held on 23rd July 2020. Circulated prior to meeting.

There weren't any questions on the planning minutes but members asked for a meeting to discuss the proposals regarding the changes to the planning system. Details of the governments' proposals Planning For the Future & Changes to the Planning System have been circulated. The clerk will speak to Cllr Blatherwick about arranging an Extra Ordinary meeting of the council. The details from Kelly Haynes re pollution levels in the village have been circulated. The next planning meeting will be on 27th August.

153/20 Environmental Issues including Tree & Pond Warden's Report. Cllr White had attended a remote meeting on trees and hedges and also climate change, which she said was very informative. Cllr Davis reported that a plan will be developed for the ponds based on the original management plan produced by CCC. The overhanging vegetation has been removed. Cllr Davis has attended training on Dragon Flies.

154/20 Reports from council representatives on outside bodies and other organisations. Cllr White reported on KALC meeting. The impact of flight paths on some parishes was raised and members had been asked to respond to the consultation which closes on 14th August. Details of this had been circulated to members by the clerk but she had not received any responses from members. Concerns about the amount of aviation fuel which would be taken to the airport by road were raised by Cllr White. Also, at the meeting the Concurrent funding issue was raised. Cllr Flack the vice chair spoke about KCC's funding. Minutes of the meeting will be circulated when received.

155/20 To discuss holding a joint Christmas Market with Strode Park. Sarah Bingham has said they are looking at holding a Christmas Market in Cherry Orchard later in the year and she has asked if the parish council would consider a joint venture on this. It will mainly involve having outside stalls coming in, Strode will still have a reindeer enclosure and Father Christmas walking around talking to the children, they will also hold a raffle. It will not be possible to hold the sort of stalls that would normally be held at fun day, due to restrictions with handling items etc. Members did not think this was practical as the weather conditions would likely result in it being too wet to have vehicles on site. However, if it does go ahead volunteers could be asked to help.

156/20 Report on Concurrent Function meeting held 6th August remotely. This meeting

was somewhat disappointing, having sat and listed for nearly 45 minutes it was agreed by members that it was not appropriate for this to be discussed at Emergency Covid meeting. Members felt that it should be discussed later in the year by the Rural Forum. The problem with this is whether parishes will be told in time for their budget setting meetings.

The favoured option to date appeared to be, that over the next 4 years Concurrent funding grant would be phased out, this would give parishes time to precept for the decrease in funding. This will have more of an impact on some than others, H & B receive just under £6,000pa and it was considered that with the new dwellings paying towards the precept would have the effect on our parish that increase in precept would be negligible, however it does of course raise the issue of double taxation. Parishes also felt that the application process could be greatly improved. City Cllrs Dekker & Howes are also looking into this, as reported earlier.

- 157/20 Update on replacement bollard for car park at Centre.** Cost of bollards proposed is £310.53 per post if yellow ones are used and the cost of removal of the old post is £200 and £150 per post to install the new ones. Total cost with additional keys is £1,132.08. We will also need some additional signage stating that the car park will be locked at times. Members agreed this expenditure. The clerk will contact Conor re installation.
- 158/20 To discuss the installation of bollards along Mill Lane.** A quote has been received from a recommended contractor for 47 posts at 4mtr intervals, concreted in and grass seeded at the cost of £3,995. The clerk worked with the Highways steward Dan he kindly worked out how many posts etc were required and liaised with the contractor in order for a quote to be provided. Members agreed that residents in Mill Lane needed to be consulted, an article will go in the next Parish News asking them to contact the clerk with their views.
- 160/20 To discuss the applications to co-opt 3 new members onto the council.** Applications were received from Tony Strong, Paul Cheeseman and Debbie Checksfield. All 3 were interviewed via Zoom by Cllr Blatherwick and the chairs of the committees. Members agreed to co-opt all three applicants on to the council. The clerk will contact them.
- 161/20 To discuss quotes for decorating of the centre. 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.** Quotes circulated prior to the meeting. The quotes are for painting most of the areas in the centre, apart from the parish office, toilets and the kitchen. The quote accepted was from A. N. Orchard. The clerk will contact him to arrange a start date, she will also contact those who supplied unsuccessful quotes.
- 162/20 Members Reports.** Cllr Hill asked if there was an update on the vegetation growing over the streetlight in Forgefields, the clerk said it had been passed to Highways.
- 163/20 The next meeting of the Parish Council will be on 10th September 2020.**

Meeting Closed 8.49pm