

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 the Herne Centre on Thursday 10th June 2021 at 7.30pm, for the purpose of transacting the following business.

Present:

Cllr Davis, Cllr Harvey, Cllr Blatherwick, Cllr Cheeseman, Cllr Checksfield, Cllr Collins, Cllr Davison, Cllr Strong, Cllr White and Cllr Wilson.

106/21 To receive apologies for absence and accept reasons.

Cllr Saunders is recovering from surgery, Cllr Hill has family commitments, and Cllr Sargent has work commitments.

107/21 To receive declarations of interest on items on the Agenda and requests for dispensations.

None.

108/21 To confirm the minutes of the meeting held on 6th May 2021.

Agreed as a correct record.

109/21 To report on matters arising from the minutes, not on the agenda, for information only.

None.

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

Two members of the public spoke. One regarding the Call for Sites and the other regarding a local history archive.

Draw for 100 Club.

1st 54, 2nd 64

110/21 Warden's report. Circulated prior to meeting.

Mandy was invited to visit Herne Place where she was shown around the facility, and they have made it clear that they really want to engage with our community any way they can and have offered spaces at the venue that can be utilised free of charge. They also discussed possible events or Community activities we could work together on. Mandy has also connected her with Sarah Bingham in case Herne Place and Strode can do any joint working.

The Coastal Community Wardens continue to write regular articles for local Community magazines. The current one is around personal safety and the What 3 words app.

There have been discussions with Herne Juniors who have said that they are starting to allocate time for some of the children to regularly support community things. Mandy has booked them to come and sing at the final pop-up cafe and am looking at ways where they can help as volunteers.

The first Pop up cafe session was a great success with a good turnout on a fabulous sunny day. They have spread out tables some of which are in the sun and some under cover so people can spread out. They also have Covid friendly things in place to help people feel comfortable and safe. The next one is on June the 29th at 1030 behind Broomfield Surgery.

Parish Councillors welcome so look forward to seeing you if you can come along. I have a guest from Age UK coming along to join us for a cuppa too on that session. Complementary refreshments and cake.

Mandy is looking into re starting the Art group and is currently working out when and what days to start back at the Herne Centre. She has been working with Anne Lehané regarding this and will be contacting all the participants individually to see how they would like to proceed. It is hoped to combine this group with the online Crafternoon Tea group who have been meeting all through Covid so they can all benefit from accessing the face to face and online group. Mandy has applied for £200 of funding to help boost what they currently have from participant payments so that special workshops can be put on, buy materials and pay for artist demonstrations.

She has also been invited by one of the T.A's at Herne Juniors to join other Community people for a forum where we will be learning Makaton (educational sign language) as part of an academic study for her.

112/21 To receive reports from County Cllr Marsh & City Councillors.

County Cllr Marsh:

Reported that following the elections Kent County Council had reshuffled its cabinet, with some officers changing roles in response. New members will be undergoing training.

KCC are struggling to cope with the number of unaccompanied asylum children arriving.

Surge testing is being carried out in Canterbury in response to the new variant of Covid-19.

Cllr Blatherwick asked what happened regarding the yellow lines in Ridgeway Road, as these had not been put in. Cllr Marsh replied that he had called it in at the Joint Transport Board meeting, with the result that the application was delayed. However, the yellow lines will be installed shortly.

City Cllr Dekker:

Following the fire at Canterbury City Council's Military Road site, the building is not fit for purpose, so staff are unable to work there. Looking at what premises can be used for officers and members, with Westgate Hall for Full Council meetings, and the Guildhall for smaller meetings.

Finances are in place for installing yellow lines.

To agree surgery dates with City Cllr Howe. Hopefully, three before the end of the year. Will have title for the day.

Will be meeting Strode Farm developers to discuss road access, and other provision for older people that is not a care home. Can speak to parish council again following this.

Sheriff duties will be busy over the summer. Attended Canterbury Cathedral's Pentecost service. Will be on Radio Cabin and will advertise Community Fun Day.

Cllr Harvey raised concerns that information regarding CCC's consultation on vehicle idling is not being publicly shared.

Cllr White asked that one of the surgery dates could be for the Call for Sites.

113/21 Clerk's Report/Correspondence. Report from Assistant clerk. Circulated prior to meeting.

The Clerk is on annual leave until 22nd June.

The Audit forms have been submitted and the notices published.

The other drop down post for the car park entrance is being fitted on 13th June.

Members have been informed of the invitation to meet Keeley from KWT on 21st June, on site, there will also be a public meeting at Centre on 29th June at 6pm.

Kelly Haynes will give a presentation on the air quality figures on 22nd June at 7.30pm, this will be a Zoom meeting and will be open to all. Residents will need to email the clerk for an invite.

The presentation from Countryside Developments, has been circulated with a short report, this meeting was attended by Cllrs Davis and Blatherwick, the clerk and assistant clerk. It is hoped that this company is going to be better with their communications with the parish council than we have had previously.

Cllr Blatherwick and the clerk met with Benjamin Cuddihee from KCC Roads, who is Project Manager, there were discussions on BRIS, which were very productive and although the application has now been passed by CCC, there will be amended plans submitted soon and the parish council will, hopefully, get a hard copy. It is expected that the work will start in 2022, they hope to go out to tender in August/September this year. Work will start with the roundabout on the A291, this has been made possible by forward funding in the form of a loan. Cllr Blatherwick will answer any queries regarding the meeting.

The clerk has worked with Cllrs Davis and Blatherwick on a response for Facebook and the web site with regard to the call for sites. On having another look at the sites, there is a piece of land in Busheyfields Road which has been included and what appears to be the car park area at the Links, which used to be protected open space, which is also included. Not sure if the residents of The Downings are aware.

The clerk has signed up for the online CCC Stakeholder Conference on 23rd June at 2pm, the clerk and assistant clerk also have a meeting with Sarah Bingham at Strode Park in the morning to discuss the fun day. The paperwork and other preparations are moving along. Sarah has asked for a list of gazebos.

The Parish Council's solicitor has informed us that the court hearing will now be an in person one for the Directions Hearing, this will now be at the County Court in Canterbury on 20th October at 2pm, this means the parish council will need a legal representative to attend in person rather than on the phone. 30 mins has been set aside for the hearing, this follows a written request to the court, from the claimant's representative in April 2021.

City Cllr Dekker has been asked to look into why the yellow lines have not gone ahead in Ridgeway Road, as this was approved along with others at the JTB meeting.

The lock and chain, put on the pedestrian gate at the Centre, (we need to lock it at least one day a year) was cut off by a male, who was seen on the CCTV, this has been reported to the police, the response so far, has been disappointing.

The Keep Clear has been painted at the entrance to the Community Park, KCC Waste Management have been thanked for getting this done.

Assistant Clerk's report

1. CiLCA.
 - The Assistant Clerk has passed Unit 4 – Management, with an exemplary submission.
 - She is continuing with Unit 5 – Community Engagement.
 - One of the Learning Objectives is to create an action plan. She has contacted Cllr Hill, who has suggested that the Assistant Clerk write up the action plan once the objectives have been agreed by the council.
2. Policies.
 - The next policies for review will be the Discipline Policy, and Employer Policy Decisions (pension). These will be sent to Cllr Wilson in due course.
3. Training and webinars.
 - Attended the Zoom meeting with Countryside, regarding the Strode Farm Development.
 - Attended the Kent SLCC Kent meeting on 25th May 2021.
 - Attended Breakthrough Communications webinar on the Mini Social Media Audit that they undertook. This was also attended by Cllr Davis and Cllr Cheeseman.
 - Attended the Kent Pension Forum. Report circulated.
 - Attended the Ashford Volunteer Centre Volunteering Next Steps webinar on 8th June 2021. Report to follow.
4. Website.
 - Continues to keep the website updated.
 - Yet to organise another meeting with Cllr Saunders.
 - Page for the Virtual Garden Safari has been set up. Some photographs and videos have been posted. It is hoped that these can be added to or replaced over the summer.
 - Will need to encourage more people to subscribe to the update service. It is an invaluable tool for contacting those residents that are online quickly and regularly.
5. Other.

Chain and lock removed from gate. There has been no update from the police.

114/21 Finance.

To ratify payments made since last meeting. Access insurance for Herne Centre £2195.26. These were ratified.

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

To report on income received. Concurrent Funding £5962, Precept £179,808, Refund £54.85, Allotment Rent £800, Total £186,624.85.

To approve setting up a Direct Debit for the office copier payments to KCS. Approved. Cllr Davison asked about the length of the contract. The Assistant Clerk would check and provide that information.

115/21 To discuss the way forward when dealing with the proposed sites for development put forward from CCC Call for Sites.

Cllr Davis explained that two of the sites put forward had not been done so by the landowners, and they do not want the land developed. Cllr Davis had contacted CCC who explained that anyone can put a site forward, regardless of whether they own the land. Only the person putting a site forward can remove it from consideration, however, CCC will put a note against the sites that the landowner does not want the land developed.

Cllr Blatherwick explained that anyone can put in a planning application on land they do not own, they are only required to notify the owner.

There was a discussion regarding how the parish council could keep residents informed. An update will be put in the newsletter, which every household receives. Updates will be posted on the parish council website and on Facebook. At the CCC Local Plan Engagement Meeting with Parish Councils we will ask for a physical map that could be put up in the Herne Centre for residents without online access. Map should include land already earmarked for development, including neighbouring parishes. Could have a stall at the Community Fun Day.

Cllr Blatherwick explained that residents will need to write individual letters and the process can take four to five years. The parish council will support residents' views.

Members agreed to have a public meeting once the sites are determined. Closing date is 9th July 2021.

116/21 To discuss putting forward David's Field in the Call for Sites, for recreational use.

Cllr Harvey suggested that the land could be used for allotments and parking for the Community Park. Cllr Blatherwick explained that any parking would have to be managed. Cllr White suggested it could be more of an eco-site.

Members agreed in principle, once landowner's permission has been sort.

Cllr Davis explained that the landowner had been asked in the past without success.

117/21 Planning & Highways. Minutes of the meeting held on 27th May 2021, (circulated).

Cllr Blatherwick went through the applications that had been discussed.

118/21 Environmental Issues including Tree & Pond Warden's Report.

17 May – Cllrs Debbie Checksfield, Liz White, Monica Collins & Carol Davis plus two residents, met up with CCC Rebecca Booth & Aiden Potts at Broomfield Pond to discuss the restoration plan. They were advised this is likely to cost in the region of £6,000.

14th May – Cllrs Julia Davison & Carol Davis met up with CCC Rebecca Booth and Robin from Kent Wildlife Trust (KWT) to discuss setting up a new Friend's group at Curtis Wood Park/ Goldspots Pond. They will be meeting Rebecca again on Monday (14th) along with Aiden Potts (CCC). Rebecca said they would be willing pay 50% of the public liability insurance cost.

3rd June - Cllrs Liz White, Andy Harvey, Julia Davison, Carol Davis, 2 other volunteers and the Tree & Pond Warden co-ordinator David Carey helped to weed the hedge planted at Broomfield Community Park. The session had to be abandoned as there is a lot of Hemlock at the Park, which is poisonous and volunteers weren't dressed appropriately to deal with it.

They are planning more weeding tomorrow (11th June at 10am). Please let Cllr White know if you can help, (no bare arms or legs).

The contract for maintenance at the Park is due for renewal. They would like to see some changes to the management of the meadow to improve its biodiversity, which is declining.

3rd June -Cllr White investigated a cobweb structure on a tree in Broomfield and found it to be Ermine Spindle, a black and white moth, which is very interesting but harmless.

15th May, 9th June – Cllr White has been up to the allotment twice to clear vegetation, water and tend to the trees in the tree nursery. She has started on the wildflower border and will be back there on Saturday afternoon (12th June)

Cllrs White & Davis attended several hedgerow courses last week, all very enjoyable and interesting.

Cllrs White & Davis – are suggesting that wild flower seeds offered from City Cllr Anne Dekker be planted next to the new bench at the Doctors Surgery, if allowed.

Cllr Davis responded to planning applications for tree work on a TPO in Broomfield Road and at Ash Close and also for the removal of a hedge in the Conservation area in Lower Herne Road.

Since 17th May – Cllr White has been building a relationship with KWT and making contacts to improve communication with them and the PC.

Members are reminded of the on-site meeting with KWT at Heather Cotts, Thornden Woods on Monday 21st June from 4-6pm. Please let Cllr White know if you are going. KWT have also organised a public meeting at the Herne Centre on Tuesday 29th June.

There will also be a Zoom presentation meeting on Tuesday 22nd at 7.30pm on the Air Quality figures in Herne by Kelly Haynes.

Cllr Checksfield mentioned that a task day at Broomfield Pond had been set for 27th June.

Cllrs Strong, Checksfield, White, Davis, and Davison will be attending the on-site meeting with KWT.

Cllr White reported that the Ermine Spindle moth had infested one of Cllr Harvey's tree, but they are harmless. Cllr Harvey said that the moths had spread.

119/21 Reports from council representatives on outside bodies and other organisations.

None.

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Wording on plaque "In celebration and thanks to NHS, Social Care, and frontline workers. Herne and Broomfield Parish Council". Approved.

The bench that is the best value is the Colne Bench from Kedel. It will cost £419.68 (Bench in brown £301.97, Brass effect plaque £33.33, Fixings to concrete base £17.50 (80mm - two leg into concrete), Delivery £66.88), plus VAT of £83.94 (Total £503.62). The bench is of a better quality than the cheapest option, but less than £20.00 more expensive. It also has a low carbon footprint. The quote for the base is £980.00.

Members thought the quote for the base was very expensive and agreed that more quotes will need to be sort. Assistant Clerk explained that they need to be a KCC registered contractor.

121/21 To discuss applying for S106 monies £3,635.57 towards works at Broomfield Pond.

Cllr Davis explained that Rebecca Booth, the responsible officer at CCC, has said that the S106 monies could be used towards this work. Quotes are being sort, and the costs are likely to exceed this amount, so further funding will be needed. The monies will be lost if they are not spent. Members agreed to apply for the monies for this purpose.

122/21 To approve amended policies: Dignity, Bullying and Harassment at Work, Complaints against the Parish Council, Recruitment & Selection.

Members approved all three policies.

123/21 To discuss getting the Christmas Float changed over onto the new trailer and ready for use. Also arrange a work group to put up and check gazebos.

As Cllr Sargent was not present, members agreed to defer the discussion regarding the Christmas Float until the next council meeting.

Cllr Harvey will organise a work group to check the gazebos. Cllrs Strong, Cheeseman, Wilson, and Collins volunteered to help. Cllr Harvey will arrange a date for this to be done.

124/21 Members Reports.

Cllr Davis gave her Chairman's Announcements. She thanked members for contributing their aims and objectives for the Action Plan, and thanked Cllr Hill for collating them. The Action Plan will be formulated at the next council meeting, with a discussion on how it will be publicised.

Cllr Davison reported that one of the cottages in Herne Street had been hit by a bus again. She asked whether the parish council could write to the bus company. She requested that the possibility of a 20mph zone could be put on the agenda of a council meeting. City Cllr Dekker said that County Cllr Marsh is putting through requests for 20mph zones across the

district. Both city councillors would be happy to support such a request from the parish council.

Cllr Strong reported that vehicles are parking on the grass verges outside Herne & Broomfield Surgery. They appear to relate to the building works taking place across the road.

Cllr Cheeseman said that it was good to finally see everyone in person.

125/21 The next meeting of the Parish Council will be on 8th July 2021 at 7.30pm.

Meeting closed at 9.20pm.