

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 on Thursday 14th October 2021 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Davis, Cllr Blatherwick, Cllr Harvey, Cllr Collins, Cllr Saunders, Cllr Hill, Cllr Davison, Cllr Sargent, Cllr Checksfield, and Cllr Strong.

Not Present: Cllrs Cheeseman, Wilson and White.

172/21	To receive apologies for absence and accept reasons. Cllr White, in hospital, Cllr Cheeseman and Cllr Wilson who are working. City Cllrs Dekker and Howes.
173/21	To receive declarations of interest on items on Agenda. None.
174/21	The minutes of the meeting held on 9th September 2021 were agreed as a correct record.
175/21	To report on matters arising from the minutes, not on the agenda, for information only. The clerk reported that there had been good attendance at the Strode presentation.
	ADJOURNMENT FOR MEMBERS OF PUBLIC TO SPEAK This is the only time that members of the public may speak at a meeting. Draw 100 club 1 st 28 2 nd 17
176/21	Chairman's Announcements. Cllr Davis reported that Cllr White was in a London hospital awaiting a procedure. It was also reported that Michael Head from Crown Products, who had donated the kitchen and appliances for the centre, had passed away.
177/21	Warden's Report. Mandy has been liaising with Herne Juniors to plan a litter pick locally. They have a group of children who are available to do things in the Community on a Friday, so we are looking at what we can do to support that. She has also been liaising with this group and Men's Shed at Age UK, with respect to a project to paint the exterior of the containers they have their workshops in. She attended and took part at the Harvest Festival at St Martin's, and an assembly at Herne Juniors, where she was able to talk to the whole school for the first time since Covid. She also attended and had lunch with the children in the dining hall. The Art group continues to go well at the Herne Centre. It has been decided to change the day and time because members of the group thought that it would work better, so it is moving from Tuesday afternoons to Thursday mornings at 10am. Numbers have been good with some new faces and because of the change of day, more original members will be able to start coming again. She wrote a report and case study for the organisation who provided us with some funding as the group decide how they would like to spend that. She has been attending CBT (Cognitive Behavioural Therapy) for frontline workers which will really help when supporting people who have poor mental health, especially since Covid. The final POP-Up CAFÉ of the summer went fantastically in the grounds of the Broomfield surgery. Anne Dekker attended to assist guests who wanted to talk about local issues, and children came from Herne Juniors and sang a selection of songs and stayed for cake and juice with some of their parents and grandparents in attendance. Rural Kent have been really pleased with how it has gone this year and one of the Doctors sent a lovely email to her Team Leader stating how much it had helped some of his patients. Also, on the last day we had more of the surgery staff come out and join us. There was a plan to have some winter sessions at the URC church in Broomfield but sadly this has not been able to go ahead because of limitations with Covid restrictions.

	Mandy spent some time over at Age UK engaging with people at the day centre and catching up with staff members. Both she and Roger continue to attend welfare visits that are referred to them by Social Services, Trading Standards etc.
178/21	Police report. Crimes of note • Theft of wood – Hicks Forstal Road – Overnight – 01/09/2021 • Theft of wood – Hicks Forstal Road – Overnight – 06/09/2021 • Burglary of cash – Margate Road – Overnight – 24/09/2021 Theft of mail – Ridley Close – Afternoon – 27/09/2021 Anti Social Behaviour Dangerous Driving – Canterbury Road – Morning – 06/09/2021 Items of Good Work Continuous high visibility patrolling using car, bike and on foot Community event at Sainsburys Café Updates of previous reported issues Nuisance youth reports have fallen Nuisance vehicle reports have fallen Reports of crimes are down from last month The school had today reported that the children's swing had been stolen
179/21	To receive reports from County Cllr Marsh & City Councillors. County Cllr Marsh spoke about the challenge of climate change. The increase in intensity and amount of rainfall was causing issues with the drainage systems in Kent, as they can't cope and also get blocked. City Cllr Howes had asked about the tree in the centre of the triangle in Lower Herne Road, however, there are no plans to remove it. Residents were concerned about flooding in Lower Herne Road. County Cllr Marsh has arranged for pantomime tickets for 11th & 12th December, please contact him if you require tickets. He had 4 days at the Conservative Conference. KCC were still struggling with the number of refugees coming into the country by boat. He also confirmed he supported higher wages for carers. KCC would be looking at the budget for next year, over the next couple of months. The members grant had been reduced by 80%. The Remembrance service was all organised and there would be refreshments afterwards at the Smugglers. Report from Cllr Dekker <i>Good evening, everyone. I'm sorry I cannot be with you tonight. I have been booked for a meeting with prospective candidates for the 2023 elections. This last month, as regards H&B, I have been busy revisiting the parking issues in a couple of areas, notably Streetfield. I am pleased that I have finally got the go ahead for the signage to be produced instructing the turning off of engines whilst stationary (subject to fine). I am to be informed when the signs (for all streetlights) will be placed. I have also had agreement from senior officers to consider (in consultation with KCC) a slightly different implementation of restrictive parking. This may need to go to the JTB (Joint Transportation Board) which, as you know, meets only twice a year. We had hoped to move this along without having to wait for the Parking Review, but it appears we may have to. Both Headteachers have been informed of how matters</i>

	<i>are progressing. I am happy to continue to lobby and prepare documentation/evidence for the review and to enter a submission at the meeting. There are other parking issues for which I have had to involve the Police. Our Community PCSO, Thomas, has been very helpful and conscientious and keeps me up to date with all that is going on.</i> <i>The Strode Farm developers, as promised, exhibited and answered questions at Herne Centre on Tues 5th. I called in on my way back from the north west and was pleased to see so many residents there engaging with the representatives and, no doubt, asking pertinent questions. I asked for copies of everything there and set up a communication line with a couple of the representatives. They have since contacted me.</i> <i>Far too many Civic duties and visits to list to you this evening. Just to say, we are now having events diarised for March 2022.</i> <i>Suffice to say, Canterbury and its District have been well and positively promoted at a national conference held, this year, in Chester. At Canterbury very serious discussions are taking place over Budget items. Councillors and Senior Officers are looking to prioritise according to the Corporate Plan contents and much time is being spent on difficult decision making and consideration of the needs of the residents. This is a very difficult time. Whilst Covid is now more controlled, the devastating impact of the pandemic has had on all aspects of our lives means that the financial Implications have to be addressed strictly and clearly so as to limit the danger of spending more than we have. I am reminded of the David Copperfield quote every time our discussions begin, "Annual income £20, annual expenditure £19 and 6, result, happiness. Annual income £20, annual expenditure £20 and 6, result, misery" CD. Have a good meeting. I hope to see you all soon.</i>
180/21	Clerk's Report/Correspondence. The clerk reported she had a very nice holiday and thanked Michele for coping so well in her absence. The funds for the wildflowers (£200) have been received from the Councillors Opportunities Fund. Applications have closed for the admin assistant and 5 people have been chosen for interview. These will be held next week. She has been chasing up permission to plant on the grass verge in Mill Lane and heard back today with a request for exact locations. She will look at the area and report back to E & L next week. The cultivation licence for the flower bed in the village has been received. Michele and the clerk have started sorting out the books etc in the loft. It is work in progress Alan & Linda King have offered to take them to Demelza. Michele has been using the accounts package, under instruction, and is slowly getting to grips with what it can do. She has also been shown how to use the portal to submit VAT returns and looked at the payroll software. Next will be banking and pension submissions. We have received donations of prizes for raffle and tombola. These have been put in the loft. Lights on the ball court have needed replacing along with the time switch. Serco have dealt with this, and we are now waiting for an invoice. One of the panels has been damaged and wired together. Trevor May have been asked to repair. Talks with Conor about the BMX track have been ongoing. This will be discussed at E & L meeting next week. The Poppy Wreath has been ordered for Remembrance Sunday. The clerk has had several discussions with the solicitor regarding the action being taken against the Parish Council and Allotment Society. This will be dealt with in detail agenda item 195/21. The gutters at the centre have been cleared out today.

	KALC had sent out an email saying that KCC have commissioned an independent review of the Council's Community Warden Service, to establish what evidence there is in terms of the service achieving its objectives and delivering value for money, so that they can understand better the difference that it makes to residents and their communities. KALC are collecting in responses and the clerk has responded saying how valuable the warden service is to the parish. The wardens are the link from residents and the parish council to other organisations. They were marvellous all during lock down and the parish council would miss them greatly if the service did not continue. Assistant Clerk's report 1. CiLCA. • Unit 5 – Community Engagement will be completed and submitted once the action plan has been agreed. • Unit 3 – Finance for Local Councils. Still working through this unit, with two Learning Outcomes now left to complete. 2. Training and webinars. • Attended the KALC Clerks Conference on 28th September 2021. Report circulated. • Attended the KALC Clerk in Action webinar on 14th October 2021. Report to be circulated. 3. Finance. • Have started to use the EDGE IT accounts package, learning how to navigate the menus and how to enter transactions. • Have completed the bank reconciliations and produced the VAT Return. • Attended the EDGE IT Precept Calculator training on 7th October 2021. 4. Other. • Dealing with the Admin Assistant applications, sending out information and collating the applications received. Notifying unsuccessful applicants, and those shortlisted for interview. • Continuing to keep the website updated.
181/21	Finance. To ratify payments made since last meeting. Canterbury Steel £120. This was approved. To approve payments presented at this meeting; schedule and bank reconciliation circulated. The schedule circulated was approved. The clerk went through the bank reconciliation and reserves. To report on income received. Newsletter advertising £576, Hall Hire £505.35, Bank Interest £1.23, Map Sales £5, Total £1,087.58
182/21	Planning & Highways to receive Draft Minutes of the meeting held on 30th September 2021. Cllr Blatherwick raised the issue of 18A Albion Lane. She explained that CCC had given consent despite there being an existing condition on the property saying no further development should take place. She had raised the issue with City Cllr Howes who told her there wasn't a planning reason for refusal, to which she responded the existing condition should stand; he then said he would check with an officer. This didn't happen and the application wasn't called in. Cllr Blatherwick said she was very disappointed as she considers this decision undermines the planning system, and residents won't have any confidence when an application has conditions placed on it. Members had objected to Land at 4 Mill Lane, not the development itself but the access.
183/21	To receive the draft minutes of the Finance meeting held on 5th October 2021. The clerk reported that initial discussions had taken place with regard to the

	budget for 2022-23 and the precept. As the tax base is unknown, and there are issues around expenditure that has to be confirmed, the clerk recommended that a decision on the budget/precept should be left until as late as possible.
184/21	To discuss the quote for the combining of the heating system, ventilation and AC units at the Centre. The cost of the works is 2,162.50. As only one quote had been sourced, although it was pointed out that it is specialised, members asked for an additional quote for part of the works. Cllr Hill offered to look into it. The clerk told members that it had taken many months to get to this point and the work needed to be carried out.
185/21	To discuss the millennium lights for Herne Mill. The Parish Council originally installed the floodlights on Herne Mill for the Millennium. These lights and time clock need replacing. Friends of Herne Mill have asked if the Parish Council would cover the cost of replacing them with LED lights and a new time clock. Approved Electrical has looked and quoted a cost of £883. The clerk suggested this could be covered by Community & Amenity Fund. Members approved this expenditure.
186/21	Reports from council representatives on outside bodies and other organisations. Cllr Davis attended the governance meeting at CCC where those that attended were told Canterbury was changing to a cabinet system. The question was asked as to what public consultation had been done and were told none. This was not well received, and a heated discussion followed. The decision would not be reviewed for 5 years. Cllr Davis said this gave too much power to too few, as there was to be a maximum of 10 in the cabinet.
187/21	Environmental Issues including Tree & Pond Warden's Report. Cllr Collins reported the pond insurance had been paid. Cllr Davis reported that there had been a quote for the work at the pond from Serco, but as the contract with Serco is being terminated at the end of November it may mean that a new quote will need to be sourced from Canenco. Cllr Checksfield reported that regular information will be circulated on social media, as well as tips on wildlife. Cllr Davis reported that she had attended a Zoom presentation on germinating tree seeds and cuttings. She had requested a TPO on a 90 year old Ash tree. She had also asked Heritage England to look at protection for the gates where Broomfield Hall used to be. Cllr Strong will keep an eye on the trees at the allotment.
188/21	To discuss the progress of the float. The corner poles have been purchased and hopefully the roof will go on at the weekend.
189/21	To discuss how to move forward with restricting access into the car park at Centre. The clerk reported on the meeting with Conor and that he had suggested trying posts and a heavy-duty chain across the entrance, as this would be a cheaper option. He suggested heavy duty posts that could take a gate in the future if necessary. This was agreed. He also suggested removing the drop-down posts and making good the tarmac. A repair to the join near the Aco drain was also suggested.
190/21	To finalise Aims & Objectives for Council. Postponed until next meeting.
191/21	To discuss the flower bed in the village. The clerk said she needed to know what members wanted done to this area in order to get quotes. In the meantime, members would get together and clear it before Remembrance Sunday.
192/21	To discuss request for placing a bench at Community Park. A local resident has asked to place a bench up at the community Park in her husband's memory. The clerk will get quotes for a bench similar to what is currently in place at Community Park.
193/21	To discuss the purchase of two Titan 3 x 3 gazebo's, and confirm colours etc. The 3 x 3 gazebo is £229.99 and available in Burgundy, Green, Blue, weight 40kg. The 3 x 4.5 is £289.99 is available in Burgundy, Green and Coffee, 51kg, postage £20 each. These are steel, and there are aluminium ones available 3 x 3 £299.99 and 3 x 4.5 £379.99. It was agreed to purchase two 3 x 3 aluminium ones.

194/21	To discuss quote for dealing with water ingress in main hall. The leak was over the rear doors and one window. A temporary repair (mastic) has been carried out, but in order to prevent further problems it was recommended that some sort of strip to divert the water away be placed above the doors and windows. The fire doors needed to have turn locks fitted and the keys for these have been suited. Bolts will be fitted to the doors which we wish to be able to leave open. Works external £270, door stops x 6 £55, suited thumb turn cylinders £60.00. The expenditure was approved.
195/21	To discuss court proceedings re: claim by allotment holder. (Closed Session) <u>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.</u> The court hearing scheduled for 20th October has been cancelled, due to the court. The clerk went through the discussion she had with the solicitor and the advice given. There is nothing to do until the court issues another order and the claimant responds with her details of claim. He has estimated the cost, if it goes all the way to court, will be in the region of £20,000. As this legal issue is not covered by insurance, the cost will be met out of the precept and therefore the residents. The clerk will keep members informed.
196/21	Members Reports. Cllr Sargent has contacted Dave Parr about the tree survey in the wildlife area. He also reported that the combining at Strode Farm has finished. It was the last time before the development starts. Cllr Davison reported the gully in Canterbury Road had been cleared. Cllr Davis reported she had received a complaint about rats in a rented property and had referred the complainant to the landlord. She had met up with Will the football coach to meet the teams and see their new strip for the coming year. Attendance was good and one of the coaches started at the football training while still at school and had moved up the ranks.
197/21	The next meeting of the Parish Council will be on 11th November 2021.

Meeting closed 9.30pm