

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 9th December 2021 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Davis, Cllr Harvey, Cllr Blatherwick, Cllr Checksfield, Cllr Davison, Cllr Collins, Cllr Saunders, and Cllr Wilson.

Not present: Cllr Hill, Cllr Strong, Cllr White and Cllr Cheeseman.

223/21	To receive apologies for absence and accept reasons. Cllr White ill, Cllr Strong away, Cllr Cheeseman who is working, Cllr Hill another engagement. Reasons for absence were approved. Apologies from both City councillors and County Cllr Marsh.
224/21	To receive declarations of interest on items on Agenda. None.
225/21	The minutes of the meeting held on 11th November 2021, were agreed as a correct record.
226/21	To report on matters arising from the minutes, not on the agenda, for information only. None
	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 57 2 nd 10
227/21	Chairman's Announcements. Cllr Davis reported to members that she had laid a wreath at the Remembrance Service, and she thanked Monica and Michele for all their hard work during the year. She had also received a big thank you from Friends of Herne Mill for the new lights. She thanked Cllr Harvey for getting the public houses in the parish registered as community assets.
228/21	Warden's Report. Circulated prior to meeting. This month I have been supporting the Parish Christmas activities where I can. I attended the Strode Christmas fair and the opening of the Age UK extension where I was introduced to and photographed with, Nicky Chapman who was officially opening it. I supported the Herne Remembrance Day celebration again this year and assisted with traffic control alongside KCC Highways. I also helped out at the Herne Christmas Funday at Herne Centre and will be supporting the Broomfield Christmas fair, Children's Christmas party and float. I have undertaken a 2-day Mental Health first aid course again to update my certificate as a Mental Health First Aider. Roger and I invited the participants of the online Crafternoon Tea group to meet in person for tea and cake at the Garden Centre. The Art group at Herne Centre goes from strength to strength with new participants signing up. I continue to engage with local groups such as Wednesday Wanderers, The Art Group and Herne Centre, Bay Ignite and the Broomfield Knitting group etc. I have met with Kathy from Rural Kent with regards to the pop-up café returning to Broomfield next year, we will know in the new year if this is possible because they have a sizable number of applications for them for next year so they will have to make a choice which ones they can consider with regards to which areas to go to. I have been to the Junior school a couple of times and joined the children for lunch and spent time with them in the playground. There has been a suspicious door knocker in Mill Lane, wanting to cut a hedge overhanging her back garden but she stated his behaviour was suspicious and the story did not ring true. Roger visited the concerned resident and passed information on to the PCSO. I also spoke to another resident who had items stolen

	from her doorstep and had some Ring doorbell footage and advised her to forward all the information she has to the Police which she subsequently did. I also passed details of this to Tom the PCSO. I have been continuing to liaise with Anne Dekker regarding issues with yellow lines in the Ridgeway and a vehicle which has been blocking their completion, this has now been resolved by Anne and new signage has been put up there also. Along with the rest of the Canterbury Coastal team (myself, Roger and Charlotte) we have been putting an article each month in the Net Mag and Community Magazines in Herne Bay and Canterbury. The Christmas edition is about to come out with information about local activities and advice. I have some news regarding my position as your Community Warden. As of the new year I will be swapped with the Community Warden currently covering Westgate in Thanet. A decision has been made that it would work out better for logistic reasons. The Warden Service is recruiting currently and again in the new year, and we are being swapped to work nearer to where we live. This will also mean that I will be covering the same area I work as a Community Connector. Lisa is full time and has been working as a Warden for about 6 months, she has a wealth of experience in other areas and is very friendly and proactive. I will be doing a transition with her throughout January, so she has met or has all of my contacts. I have really loved working as Herne and Broomfield's Warden and feel sad to be leaving and moving to a new area, but I have been told that I will be able to come back from time to time to help out at events. As Westgate is also the area that I cover as a Community Connector, I will continue to work week on and week off as a Warden and with Lisa covering Herne and Broomfield you will be back to having a full time Warden.
229/21	Police report. To follow when received.
230/21	To receive reports from County Cllr Marsh & City Councillors. None.
231/21	Clerk's Report/Correspondence. Assistant Clerks report Circulated prior to meeting. Clerk's Agenda The clerk reported that the Remembrance Service was, as always, well attended. The posts and chain have been installed, in the car park. The new flood lights have been installed at the mill, and the feedback has been good. The clerk thanked Cllr Saunders for all his hard work on the float. The grant application for funding for the Children's party from KCC Cllr Marsh for £200 has been submitted. Catherine, the new Admin Assistant, started on 30th November and is settling in well. The Centre de-fib has been registered on a couple more sites. No further progress regarding the tree planting in Mill Lane. A letter was sent to Cllr Ben Fitter Harding regarding the issues with the planning department, the response was 'Thank you for sharing the Parish Council's concerns with me. I will ensure that the Council provides a full response to address these issues.' The heating/cooling system seems to be working well and is an improvement so well worth the cost. Michele has now submitted the last assignment for her CILCA, which I am pleased to say she has passed, this does mean that she will get 1 incremental raise and is now a qualified clerk. She will need to start the FILCA (Finance) in January 2022. The clerk congratulated Michele on passing her CILCA. Michele and the clerk attended the Celebration for Strode Park at the cathedral, they celebrated 75 years.

	The Children's party is on Saturday 11th December and 50 children are booked, volunteers are helping out and Kevin the Community Warden is Father Christmas, Cllr Sargent will bring him along on the float. We are very sorry to be losing Mandy as our warden, as we have been through some difficult times together and she will be missed. We did meet Lisa Harrison today, Mandy's replacement, and she is very friendly, and is currently working in a parish, so hopefully she will integrate well. She will be spending some time on area before taking over totally around the end of January. This year has been very challenging and there have been steep learning curves! Lastly Michele, Catherine and I would like to wish you all a very Happy Christmas and here's to a better New Year. Assistant Clerk's report. 1. CiLCA. • Unit 3 – Finance for Local Councils has finally been submitted. This was the final submission and completes the CiLCA, subject to assessment. • Have registered for the new FiLCA (Finance in Local Council Administration) course. This is a level 2 course, similar to the iLCA, but focussed on the various aspects of local authority finance, and in greater detail than is covered in Unit 3 of the CiLCA. 2. Events. • Assisting the Clerk with the organising of the Christmas Fun Day on 5th December 2021 and attending on the day. • Assisting the Clerk with the organising of the Children's Christmas Party on 11th December 2021, along with the Admin Assistant. • With the Clerk attended Strode Park Foundation's 75th Anniversary Service at Canterbury Cathedral on 27th November 2021. • Attended the Remembrance Day service at St. Martin's Church on 14th November 2021. 3. Herne Centre. • Dealing with servicing and maintenance issues. • Liaising with Safe and Sound regarding the Building Maintenance System and learning how to operate it. This can now be accessed via computer to monitor and change the heating and cooling settings. The system has also been serviced by Delta. • The security system contract is yet to be transferred over to the new company. The process will begin in January as it is envisaged that it will take some time to do. 4. Other. • The bench that is being put on the grass verge outside the doctor's surgery is due to be delivered on 15th December 2021. It should be installed shortly after. The delay has primarily been due to problems with obtaining some of the bench parts. • The new waste bin has been installed at the BMX Track.
232/21	Councillor Davison arrived at this point. Finance. To ratify payments made since last meeting. None.

	To approve payments presented at this meeting; schedule and bank reconciliation circulated. All payments were approved. The clerk went through the bank reconciliation and reserves. To report on income received. Advertising Planters £250, Newsletter £72, Funday £852, Interest £64.71, Centre income £1,345.86, Total £2,584.57 To receive internal auditors report, circulated. No issues raised.
233/21	To receive Draft Minutes Planning & Highways meeting held on 2nd December 2021. Cllr Blatherwick spoke about the amended planning application for the Highways works at Eddington roundabout. She explained that the original scheme had been approved when the Inspector approved the application. The amended application was a great improvement on the one that had consent. Kent County Council would be going out to tender and it is expected that work will start in June 2022, and it will take about 25 months to complete.
234/21	Reports from council representatives on outside bodies and other organisations. None.
235/21	Environmental Issues including Tree & Pond Warden's Report. Kent Logs will start work on the pond in January, these will be major works and the Friends have put together a leaflet to circulate to local residents. Cllr Davis said that she had started a treasured tree list. Cllr Davison reported a resident in Albion Lane was concerned about his trees. Cllr Davis will look into this, she assured members that the council supported preservation. The trees concerned are 150-year-old oaks and have had some work done on them by a qualified tree surgeon.
236/21	Report on Christmas Fun Day. The Fun Day was well attended and steady throughout the time we were open, with approximately 200 people. Crafts were done in the activity room by West Faversham Community Association and some volunteers, with the children making Christmas Cards and pictures. Father Christmas was popular, and all the children received a small gift. Many thanks to all our volunteers who did a great job on the day running stalls, with £550.11 raised. The clerk thanked all those who helped and those who were there to set up and put away, Cllr Davis added her thanks to all those who helped.
237/21	To discuss the flower bed in the village, update on what is required. Cllr Davison advised the council that she was consulting an expert about planting etc to get an idea of what can be done. There was talk about siting a bench in that area, Cllr Blatherwick suggested that was not an ideal site due to the proximity of the carriageway and the pollution levels in the centre of the village. Cllr Davison will include the planters and troughs with the flower bed.
238/21	Update on the float and to confirm who will accompany the float. The float was used by Rotary last weekend so hopefully that all went well. It will bring Father Christmas to the party and will tour on Friday 17th, Saturday 18th and Sunday 19th December. There is a shortage of young people for the float, and the clerk asked if anyone could think of someone who might like to help out to let the office know. There is also the issue of the music, Cllr Harvey will download onto his phone and will go out with the float. There are enough volunteers, Cllr Wilson will go out with the float and will put out the Santa's Float Will Stop Here signs. The Community Wardens will also accompany the float.
239/21	To finalise budget for 2022-23 and approve precept request. The clerk reported that the tax base had finally arrived earlier in the day, and it was higher than 2020, therefore she had made amendments to the budget to reflect this. The costs for professional help were a bit of an unknown, therefore she suggested setting the budget for this at £9,000, if the costs are higher than this then the balance could come from general reserves. The estimated increase on the precept is 1.29%, an increase of 76p on a Band D property for the year. The figures are not guaranteed as they may change before Canterbury City Council issues the council tax invoices. The budget and Precept request was approved by all councillors except Cllr Davison who objected. The precept was agreed £191,363.

240/21	<u>Update on legal issues (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.</u> The solicitor wrote to the claimant on 20th November requesting that she pays £24,000 into the client account to cover parish council costs, should they be recoverable. There hasn't been a response to our solicitor, to date. She has however contacted City Cllr Howes to ask for an around the table meeting with him chairing, with the parish council and allotment society. This has been refused as the papers are now with the courts. The claimant has been in the office and is now threatening to sue Linda White, the Allotment Society secretary, and the clerk for maladministration. The parish council insurance provider has been advised of this threat. Any further action from the claimant will come under the parish council as both were acting on behalf of the council, not as individuals.
241/21	Members Reports. A request to put Beating the Bounds on the next agenda.
242/21	The next meeting of the Parish Council will be on 13th January 2022

Meeting closed 9.15 pm