

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 13th January 2022 at 7.30pm, for the purpose of transacting the following business.

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

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

001/22	To receive apologies for absence and accept reasons. Cllr White, who is still unwell, Cllr Cheeseman who is working, Cllr Hill who got delayed at work. Reasons accepted. County Cllr Marsh who is attending his sister's funeral today, City Cllr Dekker who has Covid and City Cllr Howes who has another meeting.
002/22	To receive declarations of interest on items on Agenda. None
003/22	The minutes of the meeting held on 9th December 2021, were agreed as a correct record.
004/22	To report on matters arising from the minutes, not on the agenda, for information only. Clerk apologised she forgot to put beating the bounds on the agenda.
	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 32 2 nd 17 William Douglas and Dan Smith from Kent Wildlife Trust (KWT) attended to answer questions about the Wilder Blean Project. They said there was still a lot more work to be done on site and that would involve heavy machinery and explained that they were using Braggs Lane as that was the only access big enough for the equipment being used. They had also had issues due to the lack of HGV drivers. The timber from Chestnuts would be used for posts and the oaks for furniture. Some of the oaks needed to be removed to give the others more room and reduce the density. The issue of the deep ruts that were now on some of the public footpaths was raised, and there were assurances that these would be sorted out once the works were completed, hopefully during the summer. It was confirmed that a licence for felling work was required from the Forestry Commission and Natural England, and work for the tunnels needed planning consent. A request was made for more information to be posted on site and they said this was planned. Walks would also be waymarked once the work is completed. The bison will eat the trees but those that coppice well shouldn't be affected. KWT will review the horse riding in 18 months, and they stressed that with the work being carried out at the moment it was not safe for horse riders. There will not be any access from Wildwood, as they are encouraging people to access from the car park in Thornden Wood Road. Cllr Davis requested that the runoff from the woods into Braggs Lane be looked at, as it was a problem.
005/22	Chairman's Announcements. Cllr Davis wished everyone a Happy New Year and thanked them for all their hard work in 2021. She also reported that Irene Harding had passed away at the beginning of January.
006/22	Warden's Report. Not much to report this month after the Christmas break. Leading up to Christmas I supported various community events. There have been reports of problem youths around Herne causing a nuisance. Banners at the crossing have been vandalised, one missing now and one wrecked. I no longer have any funding available to replace them again. This might be

	something the Parish Council might consider funding with some fresh new ones. This could perhaps be an opportunity to have a different design and involve the school again? The Thursday Art group continues to meet and will be using funding I assisted with getting to arrange guest artists to come along for workshops in the coming months. I continue to work half of my time as a Community Connector in Westgate, so hopefully by being moved to there as a Warden it should make things a little easier for me to manage. Lisa the new Warden will be working full time in Herne and Broomfield. I have been introducing Lisa, the new Community Warden, to the area and all my contacts. I have taken her to areas where there have been issues and shown her where I assist with things such as meter readings and newsletter distribution. We have also visited places such as Age UK, Strode Park, Highways Steward etc to meet with my contacts and get them acquainted. I have shared my contacts and details of groups with her, and we have spoken about possible projects I had in the pipeline. The swap of phones and Teams is due to occur on the 17th January so anyone contacting the Herne Community Warden will get me before and Lisa after that date. We attended the Herne Juniors Assembly. I still have some people to introduce her to that were not available last week. I may need to pop back over on occasion if needed but will be completely gone by the end of the month, if not before. We will continue to liaise with each other if anything comes up in each area. I have really loved being the Warden for Herne and Broomfield having been doing it for 4 years now, meeting some brilliant people and groups. I feel I am leaving you in good hands and Roger will still be floating about. Thank you so much for making me welcome and all the best for the coming year and beyond. Mandy was thanked for all her hard work and a small presentation was made.
007/22	Police report. PCSO Brandon Raines has now taken over from Tom Ralph who has joined the police. The clerk said he has been good answering emails, so far. Disturbance – Shouting and swearing – Ridley Close – 02/12/2021 Disturbance – Shouting – Norton Avenue – 04/12/2021 Criminal Damage – Hicks Forstal Road – 06/12/2021 Theft of a number plate – Busheyfield Road – 12/12/2021 Dangerous Driving – Canterbury Road – 29/12/2021 Continuous high visibility patrolling using car, bike and on foot Reports of Anti-social behaviour has decreased from last month. Cherry Orchard Playing field problems are starting to arise again. However, steps are being taken to identify and negate any issues.
008/22	To receive reports from County Cllr Marsh & City Councillors. City Cllr Dekker asked the clerk to report that there was to be a change with respect to council meetings, which she will update when there is more information. She has been dealing with issues regarding Streetfield, and some housing issues. There has been a PCN issued with respect to a breach of planning in Braggs Lane. The resident has 21 days to respond. City Cllr Howes emailed I have a council briefing this evening so I will not be able to attend this meeting.

	The new year has been as busy as ever with the council meetings beginning again. Because of Covid the last full council meeting, which should have taken place in December, was postponed and will be taking place on the 24th January. Next Wednesday 19/1 the community committee is being held at the guildhall, among the items on the agenda will be the parish council capital grants and strategic grants allocation. https://democracy.canterbury.gov.uk/documents/s115395/Parish%20Council%20capital%20grants%20report.pdf https://democracy.canterbury.gov.uk/documents/s115427/Strategic%20Grant%20funding.pdf The annual parking review has gone out to consultation, completed online surveys need to be submitted by midday 7th February. Any objections will be reported to the Joint Transport Board at their next meeting, March 1st. https://news.canterbury.gov.uk/consultations/annual-parking-review-2022-herne-bay The council is investigating a levelling up fund bid for Herne Bay. Ward work is still varied helping residents with a wide range of issues from homelessness, disabled facilities grants, Caneco, planning and sports provision.
009/22	Clerk's Report/Correspondence. The clerk wished members a Happy New Year and thanked them for her voucher. There has been a completely new surface laid at the junctions of Ford, Broomfield and Margate Roads and it is very much better. The new bench has been sited outside Broomfield surgery and hopefully, as the weather improves, residents will make use of it. As reported the children's party, and float all went very well. Streetfield parking issues have been raised again. Canterbury City Council (CCC) are looking at installing a single yellow line around Streetfield. This will reduce parking at school times Monday to Friday, and they will consult on this. We have had a complaint about the heat pumps being noisy, however they have been serviced and they are not on all the time now they have been programmed. The safety inspections have taken place on the fitness equipment, MUGA and Community Park BMX There is some work that needs to be done as a result of the inspection. Mandy is leaving us for her new job this week and she will be missed, but Lisa seems very keen. She is not the only one to be going as I hopefully, will be handing over the clerk's post to Michele at the end of January. However as explained at the Staffing meeting Michele is not yet up to speed with the finance side of the job, HMRC and the PAYE and pension. Having discussed it with Michele we propose that I will continue as Responsible Finance Officer (RFO) for the near future, especially as the court case is ongoing as well, so that I can help Michele with the finance aspect and end of year. This will therefore be my last parish council meeting (unless I am needed to cover for Michele), however as RFO I will be required to attend Finance meetings. I will work a couple of hours a week, more if and when required, but most of the work will be done from home, which will leave Michele free to get on with the clerk's work and helping Catherine find her feet. Assistant Clerk's report The Assistant Clerk was on annual leave from 20th December 2021 until 4th January 2022.

	1. Training. • Undergone some training on the Bright HR software package. • Is yet to start the FiLCA as awaiting the log-in details. • Training and allocating work to the Admin Assistant, including on how to use the website. 2. Herne Centre. • Dealing with servicing and maintenance issues. Will be putting together a list of the outstanding issues and what is in place to deal with them. • The heating/ventilation system appears to be working better. However, there has been another complaint about noise from the air source heat pumps at night. Delta have been contacted to see what noise reduction measures can be put in place. 3. Other. • The bench has finally been installed on the grass verge outside the doctor's surgery. It looks very nice, and photographs will be circulated in due course.
010/22	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, and the clerk went through the reserves. To report on income received. Donation mill lights £250, newsletter advertising £144, float donations £653.95, hitchlock £29.17, Christmas Fun Day £658.45, 100 Club £48. Total £1,783.57
011/22	To receive Draft Planning & Highways minutes meeting held on 6th January 2022, and Highways Issues. Cllr Wilson reported that further information had been received regarding the studio in Epping Close and this was to be for personal use as an art studio and therefore the committee didn't object. The clerk reported that the application has now been approved. Cllr Harvey reported on an application for a shooting range adjacent to the bridleway that ran from Herne to Hoath. He requested the parish council submit an objection as there were safety concerns for the horse riders who use it and also many dogs don't like sudden noises, even if they are not very loud. Cllr Blatherwick said this application would be to the detriment of the local community and the amenity of the residents. It was agreed to object. Works were going to start soon on Bullockstone Road.
012/22	Reports from council representatives on outside bodies and other organisations. None.
013/22	Environmental Issues including Tree & Pond Warden's Report. Tree & Pond Warden's Report. Cllr Davis reported she met Debbie Checksfield & Trevor Wain at Broomfield Pond on Monday, to discuss further work required, which Debbie will report on at the meeting. I have been asked to comment on various applications regarding tree work 17 Ash Close, Herne - T.P.O. no 4 1986- T1 Oak tree located to right side boundary, Reduce back to previous point of reduction height of approximately 2.5-3m and 1.5-2m radially. <i>This is a lovely oak tree and apart from the usual annoyance that these houses were built too close to existing trees, if the work is done to professional standards, then it should be OK. I am concerned that the tree roots will be affected by the sheds and general garden clutter like pots, wheelbarrows etc. over the roots, especially as the</i>

neighbours have erected a greenhouse and what looks like an extension to their house within the root zone.

16a Mill Lane – Condition on property to retain trees:

Any trees removed without such consent, or which die or become seriously damaged or diseased shall be replaced in the next planting season with trees of such size and species as may be agreed with the local planning authority.

REASON: To ensure that as many trees as possible are retained in the interests of visual amenity.

The new owner claims they did not know about this Condition when they bought the property, and they want to remove the trees and replace with shrubs. They are worried their dog will get sick from eating the fruit.

There is very little detail of these trees on-line, there doesn't seem to be photos or mention of species, nor where the trees are in relation to the property, although I think I have identified them on an arial map.

Fruit trees cover many different shapes and sizes. If these trees are removed it will have a big impact on the properties at the rear. If the CCC were minded to allow this then the replacement shrubs should be identified and approved and have the same Condition put on them.

Many shrubs are shorter lived than trees and will take many years to mature to a decent size. I would recommend that the trees remain but could be professionally pruned.

Huntsman and Horn

I have passed on a number of concerns at Broomfield to our ward councillors, highlighted by a local resident, regarding the plans on the existing car park at the Huntsman & Horn. She knows that planning permission has been granted and cannot now be changed but she is still anxious about the following:

She has been trying for ages to get the pub owners to repair the fence, which leans onto the trees in her garden. Being an older lady, it is difficult for her to push the fence back, especially as the wind just pushes it over again. It also makes her feel insecure as anyone can just walk through.

Japanese Knotweed is still growing on the edge of the car park, close to her boundary. I reported this at least 5 years ago. As you may be aware Japanese Knotweed is extremely invasive and can undermine concrete and even house foundations.

The Government website says "You must stop Japanese knotweed on your land from spreading off your property. Soil or plant material contaminated with non-native and invasive plants like Japanese knotweed can cause ecological damage and may be classified as controlled waste." It can take three 3 years to kill it.

I am concerned that when they begin clearing the site for building the two new houses the roots etc will not be disposed of properly and could cause it to spread to the adjacent homes or onto Broomfield Pond land.

It isn't right that a neighbouring resident is suffering due to neglect of a big company.

Also, the lady has in her garden an old Sycamore Tree close to the boundary, diameter /girth 88 inches, 224.52 cm at about 1.5 metres high, making it more than 60 years old. The roots of this tree are likely to be growing under the former Bat &

	<i>Trap pitch, which I understand will become the new car park of the pub. I am concerned that once they start work on the site it may damage this mature tree. Sycamore has good value to wildlife being attractive to aphids and therefore a variety of their predators, such as ladybirds, hoverflies and birds. The leaves are eaten by caterpillars of a number of moths, including the sycamore moth, plumed prominent and maple prominent. The flowers provide a good source of pollen and nectar for bees and other insects, and the seeds are eaten by birds and small mammals. It is also part of the street scene in this historic part of the parish.</i> <i>Finally, there is an ornate stink pipe on the boundary of the existing car park, several neighbours think it would be good if this probably Victorian pipe, could be preserved, at least above ground, as part of the character of the Conservation area. It has been there at least since 1904 as shown in a postcard of that time.</i> <i>Lastly, I have been asked by a resident in Bullockstone Road if we can get protection for the Pine tree on the edge of Strode Farm, near the junction with Lower Herne Road. Apparently, it was one of a line of trees that were felled in the 1950, a resident at the time managed to save the last one. I am not sure how this is affected by the new link road and development.</i> Cllr Checksfield reported that much of the work has been carried out on and around the pond. It is very much clearer and there has been a good response. There is going to be some additional work carried out, which will be paid for by the Friends of the Pond. It will be easier for the volunteers to keep the vegetation etc under control now. Cllr Davison asked for a task day at Curtis Wood pond. Any volunteers carrying out work will need to be Friends of the Ponds in order to be covered by their insurance.
014/22	Report on Children's Christmas party and float. The Children's Christmas Party was well attended with only about 4 not turning up, so 45 children, most with an adult. The entertainer did a great job. There was a break for food and then he continued until Father Christmas arrived and the children went in to see him in an orderly fashion, to receive their present. Following food, the helpers all set about clearing the tables and putting them away as there was an event on at the Centre in the evening. All went well and everyone enjoyed themselves. A big thank you to all those who helped, thanks to them it all ran very smoothly, and it was great to carry out an event virtually normally! The float was well received. Strode Park were very pleased to have the float visit, it then went onto Redrow, where £48.15 was collected in donations. Saturday night (Herne) went well, and many people came out to see the float. £297.26 was collected in donations. The final night in Broomfield was well attended and £308.54 was collected in donations. A total of £653.95. I am expecting members to put that amount into earmarked funds either for the children's party or the float. Thank you to all involved in getting the float ready and those who went out with it, again some welcome normality. There is a problem with storage of the float. I understand that there is a query from the landowner as to whether the tenant can rent out space in the barn, and I have also been told that there is a possibility that the owner may return and revert to farming the land, keeping cattle. There have been several phone calls to try and find out what is happening but as yet no definitive answer. Thanks to Cllr Davis for keeping the float in her garden. The option of using a shipping container for storage would be looked at again.

	There was a request for more buckets to go out with the float as they get heavy. The times also need to be looked at and more sweets bought. Cllrs Harvey and Saunders will look at whether a container will be suitable for storage.
015/22	To discuss the flower bed in the village, and Centre Garden. The clerk explained again that a list of what plants were required is needed, in order to get like for like quotes. The contractors would need insurance and would have to have a risk assessment as they would be working adjacent to the highway. Cllr Davison said the work had to be sustainable and pesticide free. The Herne Centre garden needed work carried out. There was hedge planting which had been agreed and it was also proposed to get the children involved, perhaps a herb garden. Michele and Cllr Blatherwick have a meeting with West Faversham in a few days and will raise this.
016/22	To discuss the new contract for the Community Park. Cllr Davis would like a plan of the area that can be marked up with what is required and where. She suggested a meeting with Cllr Sargent to look at the areas. The clerk reported that the paths needed work.
017/22	To discuss replacing the banners by the zebra crossing in School Lane. £60 each plus VAT. It was agreed to replace these. Perhaps the school could have a competition again to produce artwork. It may be possible to involve Lisa the warden with this project.
018/22	To discuss increasing the cover with Bright HR. The additional cover will give the opportunity to access other apps etc that Bright have on offer. Holiday entitlement, sick pay, rota's and much more. We currently pay £24 per month and the additional cover at £30.35 is money well spent. Members approved this expenditure. Product: BrightPrime BrightHR Software BrightAdvice (Including Bright Documents) BrightInsure BrightSafe Insure BrightHealth BrightSafe Software BrightBase Blip PoP Term: 36 months Cost P.P.P.M: £15.18 Total cost per month: £30.35
019/22	To accept draft minutes of the Staffing meeting and discuss issues raised. (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> As there were no public present this was not necessary. The Staffing Committee agreed to recommend to full council that it should adopt The Local Authorities (Indemnity for Members and Officers) Order 2004. This gives additional protection to members and staff, and was recommended. Many councils have already adopted this legislation. This was agreed by members and was duly adopted. The admin assistant is doing very well and once she has completed her probationary period her hours will increase to 25 hours per week. The clerk had proposed, following a discussion with the assistant clerk, that she stands down as clerk on 31st January 2022, but remains employed by the council as RFO, in order to get Michele more familiar with things like HMRC, Pensions and Payroll. Michele will be promoted from Assistant Clerk to Clerk and advice on this had been sourced from Bright HR. This was agreed. It was also agreed that there

	should be a mobile phone provided for the clerks use. The clerk also spoke about the ongoing litigation and the queries that have been raised with the insurance company, to which so far there has not been a definite answer. It was agreed that the parish council needs to ensure that there is insurance cover for members, volunteers and staff. She will continue to get more information regarding this. It was also agreed to employ someone to do weekly inspections on equipment and someone who could do some general repairs etc where required. It would be a zero hours contract possibly, as it would need a couple of hours a week sometimes more. This will all be confirmed with Bright, and also the changes to the contracts of Michele and Monica.
020/22	<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> As there were no public present this was not necessary. The solicitor has submitted the questionnaire to the court and an application for costs. We are waiting for a response which could be a couple of months.
021/22	Members Reports. Cllr Blatherwick thanked the clerk for all her work over the years. Cllr Strong said he had received a request for the Fire Brigade to attend the Community Day in March which members agreed. Cllr Davis reported that a resident was trying to start up a coffee morning on a Monday at the centre.
022/22	The next meeting of the Parish Council will be on 10th February 2022

Meeting closed 9.45pm