

Hersden Parish Council

Minutes of the Ordinary Meeting of Hersden Parish Council held on Tuesday 11th January 2022 at 7.00 pm. At Hersden Neighbourhood Centre

Present: Councillors Lynn Austin, Ken Dekker, Terry McMahan, Ross Llewellyn, Sarah Carden and Andrea Brabham.

One member of the Public

1/22 Apologies for absence and reason for absence

KCC Cllr Alan Marsh Bereavement in family
CCC Cllr Glover attending another meeting
CCC Cllr Harvey-Quirke has no transport

2/22 Declarations of Councillor's interests regarding items on the Agenda

Cllr R Llewellyn stated that he has an interest in item 13/22

3/22 To approve the minutes of the Following Meetings

Minutes of the Meeting held on 14th December 2021.

Proposed by Cllr L Austin
Seconded by Cllr S Carden
All Agreed

4/22 Matters arising not agenda items

No items.

5/22 Public Discussion

No public discussion

6/22 KCC & CCC Cllrs Reports; PCSO & Community Warden reports.

CCC Cllr G Glovers report circulated to all Cllr's.

CCC Cllr L Harvey-Quirke's report circulated to al Cllr's

KCC Cllr A. Marsh. No report

PCSO His report was circulated to all Cllrs.

Signed

Date

Hersden Parish Council

7/22

Chair, Cllrs, Proper Officer and Caretaker's reports.

Chair stated that she went to Watermeadows School to give the prize for the Christmas card competition to Bluebell.

She had a discussion with the head of the school who requested that a delegation from the school would like to come and meet with the Council as they would like to get involved in the community, it was suggested that we invite them to come at 1800 hrs prior to our February meeting.

She also informed the Council that Jack Brabham had resigned as a Councillor, who has worked tirelessly for the Council and that we all appreciate his hard work.

There has been some notices on social media about red bins being given away free, Cllr Harvey-Quirke was contacted who made some enquiries and found out that only certain postcodes were eligible for the free bins in Hersden and these residents would have received a letter stating that they could apply for a free bin.

Update on the Defibrillator which we received in November, we are still waiting on the locking box and this will be dispatched soon.

The Chair and Cllr McMahan went on a walk around of the Parish between Christmas and New Year, they managed to get around most of the Parish and had a chat with several residents and collected a lot of rubbish most of which came out of Redrow hedges.

It was suggested that we produce a Newsletter to be distributed to the new estate as not a lot of the residents know what is going on in the Parish. Cllr Carden said that she would start to put something together.

Cllr McMahan stated that he had delivered the Christmas cards, went on the Parish walk around and assisted a resident that was having problems with his security camera.

Cllr Llewellyn had nothing to report.

Cllr Carden reported that she had delivered Christmas cards.

Cllr A Brabham had nothing to report.

Cllr Dekker stated that he had folded the Christmas cards and put them in the envelopes ready for delivery, asked the Caretaker to put the barrier around the large climbing frame so that it could not be used.

Proper officer reported that he had dealt with several emails that had been received and contacted CCC regarding the resignation of a Councillor.

Caretaker stated that he had cleaned around the Westbere Edge area. Lots of litter in the hedges between the roundabout and The Sycamores

Signed

Date

Hersden Parish Council

8/22

Correspondence received.

E mails received.

E-mail from a resident asking when the playpark is going to be opened.

E-mail from a resident asking about becoming a Councillor.

General e-mails regarding road closures in Kent.

9/22

Planning & Enforcement Matters

Applications

Application No: CA/21/03017

Proposal: Two-storey side extension together with dormer to side elevation and attached single-storey garage to front elevation.

Location: 13 North View, Hersden, Canterbury, Kent, CT3 4HJ

Comments before 4th February 2022

Decisions

Application NO: CA/21/02560

Proposal: Variation of condition 2 (drawings) of planning permission CA/20/01289/FUL for the Erection of 23 no. commercial units for light industrial use with associated access, cycle, refuse and parking facilities; to allow removal of the brick plinth, change to rooflights size and location of rear door.

Location: Plot C1 and C2 Stone Way, Lakesview International Business Park, Hersden, Kent

Granted

10/22

Finance Matters

Payments for January 2022

Name	Service provided	Amount
John Caddick	Grounds Maintenance (December)	£306.99
David Hards	December salary plus 6 Hrs OT	£249.00
Lynn Austin	Remembrance Day wreath	£17.00
	Amazon voucher for Christmas card winner	£10.00

Proposed Cllr T McMahan

Seconded Cllr A Brabham

All Agreed

Signed

Date

Hersden Parish Council

Proposal: Internal Auditor.

Invite Lionel Robbins to conduct 2021/2022 Internal Audit

All agreed

Proposal: Training.

Cllr L Austin as acting RFO would like to enroll on the course provided by SLCC (Society of Local Council Clerks) to do FILCA (Financial introduction to Local Council Administration). Although we are going to offer this training to our Admin candidate, it will be a period of time before they are up to speed to take over the financial element.

£120.00

plus VAT

Proposed Cllr S Carden

Seconded Cllr A Brabham

All Agreed

GDPR – e course. We are starting to hold various pieces of information relating to residents and Cllr Austin would like the Council to ensure we are working to best practices. Therefore, Cllr Austin would like to attend an e learning course on GDPR provided by SLCC. Cllr Dekker would also like to attend this course. (£30.00 plus VAT each)

£60.00

plus VAT

Cllr's A Brabham and S Carden requested that they would like to attend this course.

Balance £83994.53

Banking sign -off (monthly rotation) Cllr's T Mc Mahan and R Llewellyn

11/22

Working Groups updates

Staffing

The Job description for the Admin Assistant was circulated to all Cllr's, it was suggested that we refer to the Proper Officer and not Clerk throughout the document.

Proposal on the table is that we agree the role of an Admin assistant, 10 hrs per week, 2 addition hrs per month to attend Meeting, training program, an hourly rate of £9.75, laptop purchase and to purchase the Microsoft Office suite and an internet security suite.

Proposed by Cllr L Austin

Seconded by Cllr A Brabham

All Agreed.

Signed

Date

Hersden Parish Council

Playground

It was proposed that we get Wicksteed in to complete the remainder of the works that have not been done by ourselves.

It was agreed that they come and do the soft pour around the multi-play area

Proposed by Cllr L Austin

Seconded by Cllr T McMahan

All Agreed

Youth

Nothing to report

BMX Track

Nothing to report

Finance

Nothing to report

Events

Nothing to report

Beautification

Nothing to report

Community Safety Group

The Neighbourhood Watch group is now live and asked that the post is share across as much social media as possible.

12/22

Pavilion

Make contact with Peter again to set up a meeting.

13/22

Miners Museum

Cllr R Llewellyn asked the Council for a grant to go towards helping the Miners Museum.

It was decided that a grant of £1500

Proposed by Cllr T McMahan

Seconded by Cllr S Carden

All Agreed

Signed

Date

Hersden Parish Council

14/22 Parish walk around

Cllr's S Carden and T McMahan agreed to have a walk around and would set a date after the meeting.

15/22 Any Other Business

To look into having Hersden Parish Council signs on the notice boards.

16/22 Date of next Meeting

Next meeting to be held on 8th February 2022.

There being no other business the Meeting was closed at 20:15

Signed

Date