

Hersden Parish Council

Minutes of the Meeting of the Parish Council held on 13th August 2019 at 7.00 pm at Hersden Neighbourhood Centre

Present : Cllrs Austin (in the Chair), A. Brabham, J. Brabham, Dekker, Llewellyn, McMahan, Murphy & Waite

In attendance : Mr. Eaton, Clerk to the Council, KCC Cllr Marsh, CCC Cllr Glover, KCC Community Warden Susan Beeney and five members of the public

48/19 Apologies for absence

Apologies were received from Cllr Carden and CCC Cllr Harvey-Quirke

49/19 Declarations of Councillor's Interests regarding items on the Agenda

Cllr J. Brabham declared an interest in item 60/19 Hersden Youth Centre

50/19 Minutes of the Meeting held 9th July 2019 and Matters Arising

The Minutes of the Meeting held on 9th July 2019 were agreed and signed by the Chair

There were no matters arising of note

51/19 KCC & CCC Cllrs reports

CCC Cllr Glover gave a brief report on recent meetings she had attended at CCC

KCC Cllr Marsh updated on various local matters and offered free tickets for the Christmas Pantomime

KCC Community Warden, Susan Beeney, reported that she had dealt with a neighbourhood dispute and a KCC welfare concern. Susan had also arranged a meeting with PCSO Healy to discuss reducing drug usage in the Village

52/19 Chair and Cllrs reports

Cllr Austin reported that it had been a quiet month. Cllr Austin thanked Andrea Brabham and her team for the enjoyable Fete held on Saturday 10th August and Ross Llewellyn for his exhibition of the Hersden coal mine

Cllr Dekker reported that he had attended Planning training and was manning the Parish Office every Tuesday morning

Cllr J Brabham reported that he was involved in the setting up of a Neighbourhood Watch Group. It was agreed to invite David Hayward, Kent Police, to the next Parish Council Meeting
Clerk

Cllr A. Brabham mentioned vegetation overhanging the pavement at the bungalows near the School. It was agreed that Cllrs Austin & Waite would investigate
Cllr Austin & Waite

53/19 To discuss correspondence received

The Hersden crime report received from PCSO Healy was noted

Draft Housing Revenue Account Business Plan 2019 consultation received from CCC

Council Tax Support Scheme 2020/2021 consultation received from CCC

Email received from David Hayward, Kent Police, re Hersden Neighbourhood Watch – it was agreed to invite David to attend the September Meeting
Clerk

Email received from Michelle Matthews, Kent Highways, re Parish Highway Improvement Plan. It was agreed to request that improvements are made to the 'Give Way' markings at the junction of The Firs and Shaftesbury Avenue near the School. It was also agreed to request lining additions at The Sycamores and The Avenue
Clerk

Email received from the Clerk of Herne & Broomfield Parish Council regarding the maintenance and inspection routines for their BMX track

Email received from Parishioner re problems being caused by the works to the roundabout on A28 and traffic restrictions on Blackthorn Road. It was agreed to contact Highways about these problems and suggest 3-way traffic lights. Clerk to contact Highways and to reply to the Parishioner
Clerk

54/19 To consider Planning and Enforcement matters

Planning Applications

There were no new planning applications to consider

Decided Applications

19/01131 – Two storey detached dwelling
Little Hoplands, Island Road, Hersden

REFUSED

55/19 Public discussion

There was a brief discussion about the roadworks on the A28 and the knock on effects these were having on Hersden residents including long delays

56/19 To adopt various Policies/Procedures

The previously circulated Policies/Procedures which were considered at a meeting of Cllrs held on 6th August 2019 were discussed

It was unanimously agreed to adopt the following Policies/Procedures:

Privacy
 GDPR (General Data Protection Regulations)
 Gifts & Hospitality
 Complaints
 Social Media
 Press & Media
 Grievance & Disciplinary
 Document retention incl. Appendix A
 Procurement
 Recruitment

It was agreed that all Policies/Procedures would be reviewed annually (next review July 2020) and loaded onto the website

57/19 To consider Finance matters**A The following accounts were approved for payment****£**

G Eaton, Clerk's salary and expenses	383.75
RoSPA, Playground inspection report	278.40 incl. VAT of £46.40
CCC, May 2019 Election expenses	1741.19

B To agree the 2019/2020 Budget

There was a general discussion about the 2019/2020 budget calculations and reconciling them with the 2019/2020 Precept set by CCC. A budget of £17692 was agreed - well within the Precept of £19365. It was agreed that this was a good starting point for setting the 2020/2021 Precept

C To agree the training budget for 2019/2020 and to note expenditure to date

A training budget of £1870 was agreed for 2019/2020 including £270 for training for the Recreation Grounds Technician. It was agreed that the Clerk should contact KALC regarding training undertaken by Cllrs and request that all invoices are addressed to Hersden Parish Council. The Clerk reported that he had set up a Cllrs training matrix to record all training undertaken and that this would be regularly reviewed/updated

Clerk

D Concurrent Function Grant Funding

It was noted that the Parish Council would receive Concurrent Functions funding of £4990 in 2019/2020 and £4973 in 2020/2021. The Funding Agreement would be signed and returned to CCC once the Council's bank details had been confirmed

ClerkE To agree the purchase of Parish Council notice boards

It was noted that aluminum noticeboards were c£500 each and that three noticeboards would be needed – Chislet Gardens, Westbere Edge and outside the Welfare Club in Hersden. Clerk to obtain firm prices for the purchase/delivery of the notice boards

Clerk**58/19 To consider the RoSPA report and new signage for the Recreation Ground**

There was a general discussion about the detailed report received from RoSPA following their inspection of the play area. Cllr J Brabham reported that he had made some urgent repairs but more repairs and repainting was required. It was agreed that a sub-committee should be set up to review the report in detail and to draw up a costed Action Plan to be presented to the next Parish Council Meeting. It was agreed that the sub-committee should comprise Cllrs J Brabham, Dekker & Waite

Cllrs J Brabham Dekker & Waite**59/19 To approve setting up Hersden Parish Council Facebook page and assigning administrators**

There was a general discussion about the setting up of a Hersden Parish Council Facebook page. This page would be to provide information only. It was agreed that Cllr J Brabham would investigate this. It was further agreed that Cllrs Murphy & McMahan would act as administrators with all content being approved before publishing by Cllr Austin or the Clerk

Cllr J Brabham**60/19 Hersden Youth Centre**

There was a general discussion about an approach made from CCC to the Parish Council to consider leasing part of the Hersden Pavilion known as the Hersden Youth Centre. It was agreed to set up a meeting with CCC to discuss this further. Cllr Austin agreed to arrange

Cllr Austin**61/19 Hersden Parish Council logo**

After a brief discussion it was agreed to use the existing logo. Cllr J Brabham kindly offered to work up a draft and bring to the next Meeting

Cllr J Brabham

62/19 Date of next meeting

It was agreed that the next Parish Council Meeting would be held on **Tuesday 10th September 2019 at 7.00 pm at Hersden Neighbourhood Centre**

There being no other business the Meeting closed 8.30 pm

63/19 – To finalise the Clerks’ contract – Closed Meeting – no public or press in attendance