

Hersden Parish Council

Minutes of the Ordinary Meeting of Hersden Parish Council held on Tuesday 14th September 2021 at 7.00 pm. At Hersden Neighbourhood Centre

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

113/21 **Apologies for absence and reason for absence**

KCC Cllr Alan Marsh as he is attending the 80th Commemoration of The Battle of Britain

CCC Cllr Louise Harvey-Quirke has another commitment

114/21 **Declarations of Councillor's interests regarding items on the Agenda**

Cllr T McMahan declared that he was asked to work overtime during the Cinema event after our last meeting so he did not declare an interest at that meeting. The Chair requested that if this should happen again, paid or not then a declaration of interest should be announced.

115/21 **To approve the minutes of the Following Meetings**

Minutes of the Meeting held on 13th July 2021.

Minutes of Extraordinary Meeting held on 2nd August 2021.

This item was deferred to the next meeting

116/21 **Matters arising not agenda items**

No items.

117/21 **Public Discussion**

There was no public participation.

118/21 **KCC & CCC Cllrs Reports; PCSO & Community Warden reports.**

CCC Cllr L. Harvey-Quirke's report was circulated to all Cllr's.

CCC Cllr G. Glover stated that there are problems with refuse collection through lack of drivers and this is going to impact on green waste collections

No report from KCC Cllr A Marsh.

PCSO stated that he had nothing to report but stated that this is because they are not receiving and reports from the public, he said that the Police are pushing the online reporting system.

He has started doing monthly engagement events so that the public can come along and discuss thing with him, he has done one in Sturry and also in Hersden. He was

Signed

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asked that he could send us leaflets advertising the engagement meetings so that we could post on our social media and in our notice boards.

No Community Warden present and no report.

119/21

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

Cllr L Austin had nothing to report other than I attended the open air cinema event and that things are now picking up with different meetings to attend. There is a Parish Council Engagement meeting scheduled for the 29th of this month.

Cllr J Brabham reported that he had spoken to the Head of the school regarding their open evenings and if it was possible for the children to submit pictures for the Christmas cards. The chair asked everyone that nothing that had been discussed at a briefing should be passed on until it had been officially finalized at our Council Meeting.

Cllr A Brabham stated that she had attended the open air cinema.

Cllr T McMahan met with Cllr Carden for the workgroup and stood in for the caretaker whilst he was on holiday and also attended the open air cinema

Cllr R Llewellyn had been invited to visit the new Mining Museum which will be opening to the public in May next year.

Cllr S Carden reported that she had attended the open air cinema and that she had a meeting with Cllr McMahan regarding the forthcoming visits from Canterbury youth.

Cllr K Dekker stated that he had attended the last part of the open air cinema and had also attend the Parish Council engagement meeting as well as Sturry Parish Council meeting as a resident as there was an item on their agenda regarding Hersden.

Proper Officer reported

120/21

Correspondence received.

CCC Commissioning stating that the Capital Grants funding is open for applications for the year 2022/23, applications need to be in by 1st November 2021.

Wicksteed, invoice for the inspection of the Playground, this has been forwarded on to RFO

Mathew Archer update on funds from Sturry Parish Council.
He stated that he had received a set of figures from them but they needed to be clarified by their external auditor before a final figure can be worked out.

We Have received several emails for the CCTV cameras, one direct to us from residents in St Albans, Eastview and Ash Crescent. Four in total.

Signed

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121/21

Planning & Enforcement Matters

Applications

CA/21/01059

Proposal: Application for approval of reserved matters relating to layout, scale, appearance, and landscaping for the erection of two units comprising 400sqm foodstore, 327sqm convenience retail and 150sqm dentist with associated parking and landscaping, pursuant to outline planning permission CA//16/00404/OUT.

Location: Hoplands Farm, Island Road, Hersden, Westbere, CT3 4HQ

Any comments have to be in by 29th September

Decided applications

There were no decided applications this month.

122/21

Finance Matters

Chair stated that she had submitted the AGAR and had several correspondences with the external auditor regarding the AGAR and stated that it the audit had been close and that there was nothing that needed to be looked at or revised and that we had a clean sheet.

Finance update and payments – September 2021

Payments for September 2021

Name	Service provided	Amount
PKF	Littlejohn External audit	£240.00
123 Reg	Website hosting	£14.39
Bocadillos	Food vouchers at Open Air Cinema	£64.50
John Caddick	Grounds Maintenance	£306.99
Wicksteed	Inspection - annual	£309.60
Lynn Austin	Amazon - CCTV signs	£7.98
	Peppercorn rent - CCC	£1.00
£8.98		
David Hards	September salary	£195.00

Proposed by Cllr A Brabham

Seconded by Cllr S Carden

All Agreed

Banking sign off. (monthly rotation) Cllr's T. McMahan and K Dekker.

Signed

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Open Air Cinema Event - Sunday 29th August 2021

Items purchased Amount

Poop bags and holders	£256.20
Litter pickers	£110.55
CCTV cameras	£1,079.50
Memory cards	£437.70
Lunch vouchers - Bocadillos	£64.50
Banners	£145.87
	£2,094.32

Lynn Expenses

CCTV cameras	£191.55
CCTV cameras	£191.55
CCTV cameras	£201.55
CCTV cameras	£164.95
CCTV cameras	£164.95
CCTV cameras	£164.95
Memory cards	£437.70
Litter pickers	£110.55
Poop bags and holders	£256.20
TOTAL	£1,883.95

Bank payments to Lynn Austin

04-Aug-21	£110.55
05-Aug-21	£256.20
06-Aug-21	£164.95
06-Aug-21	£437.70
09-Aug-21	£329.90
10-Aug-21	£201.55
10-Aug-21	£383.10
TOTAL	£1,883.95

Jack Expenses

Banners	£145.87
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Bank payment to Jack Brabham

06-Sep-21	£145.87
TOTAL	£145.87

123/21

Grounds maintenance Contract

J Caddick was unable to attend the meeting.

124/21

Staffing matters

Discussed about employing an admin assistant to be trained up for the Clerk's role. The candidate would be trained in iLCA and then onto CiLCA, there is a new course starting up to deal with finance (FiLCA). These courses are run by SLCC (Society of Local Council Clerks).

It was decided that the RFO and Proper officer keep a log of their time working on Parish issues.

Cllrs Austin, McMahan and J Brabham will do the first draft of the job description, to be presented at the October meeting.

Signed

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125/21

Working Groups updates

Workgroups

Staffing Cllrs Austin, McMahan and J.Brahbam

Playground, Cllrs Dekker and J Brabham

Youth, Cllrs McMahan and Carden

BMX Track Cllrs McMahan, Carden, J Brahbam and Dekker

Finance Cllrs Austin and A Brabham

Events Cllrs A Brabham, Carden and Llewellyn

Beautification Cllrs Carden and Llewellyn

Community Safety Group. Cllrs McMahan and Austin

Playground report: The inspection showed up minor discrepancies, several areas need to be backfilled with top soil and the reseeded particularly through the gates and under the roundabout which has increased above the maximum gap of 110mm. The baby swing needs to have the shackles replaced and the excess chain removed. The fence along side of the track requires replacing and the steps up to the slide require the trip hazards removing.

There are several minor repairs which are not hazardous and can be done once the parts arrive.

A discussion was held about getting in Wicksteed to carry out all the work, however several items can be done by ourselves at no cost to the Council.

Cllr Austin proposed to close the park for health and safety reasons until the repairs are done and this was seconded by Cllr A Brabham. All in agreement.

Proper officer to contact Wicksteed to come for a site visit and quote for work to be done.

Cllr McMahan liked to thank everyone who participated in the open air cinema event and from that Canterbury youth have arrange to visit Hersden over the next six weeks. They think there is a potential in the village for the youth.

Next is to set up a winter program to be able to take anyone interested to the Canterbury youth meetings,

Cllr McMahan suggested that it would be nice to have something annually for the residents as the feedback was so good about the open air cinema.

Signed

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126/21 Parish walk around

Cllr's J Brahbam, S Carden, L Austin and T McMahan agreed to do the walk around on Wednesday 29th Sept at 1900 hrs. concentrating on Westbere Edge

127/21 Christmas

It was proposed that the Council erect a Christmas tree at the front of the centre and arrange for a carol service in the evening. The events working group to look into this and bring it back to our next meeting.

Christmas cards design and asking the school if the children would submit drawings to go on the front of the cards.

128/21 Any Other Business

Cllr Carden stated that she was asked if the Parish Council could do anything about the parking and the speed of vehicles by the school.

Cllr Austin read out a letter from the headmaster of the school asking if the Council could work together with the school on several items, one of which was the traffic and parking issues.

129/21 Date of next Meeting

Next meeting to be held on 12th October 2021.

There being no other business the Meeting was closed at 21:03

Signed

Date