

HERNE & BROOMFIELD PARISH COUNCIL

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Minutes of the meeting of Herne & Broomfield Parish Council Community Centre Committee held at Wootton Room, Herne Mill, on Tuesday 15th May 2012 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Davis, Cllr Day, Cllr Blatherwick, Linda White, Alan Ratford and Mabel Wright.

Not present: Cllr Robert Jones.

- 01/12** Election of chairman and vice chairman. Cllr Davis was elected as chairman and Cllr Robert Jones as Vice chairman
- 02/12** Apologies for absence were received from Cllr Robert Jones who has another meeting.
- 03/12** To agree the minutes of the meeting held on 16th November 2011. The minutes were approved as a correct record.
- 04/12** Declarations of interest. None
- 05/12** Matters Arising. None

Public adjournment

The meeting will be adjourned to allow members of the public to speak about items on the agenda.

Name and address to be given

15 attended 5 spoke

- 06/12** To agree the co-option of Linda White, Mabel Wright and Alan Ratford onto the committee. This was agreed.
- 07/12** **To discuss the results of consultation and how to take this forward.** Cllr Davis reported the basic results collated from the questionnaire. Option A: Do Nothing 43, Option B: Refurbish 18, Option C: Extend 26, Option D: Rebuild 191. The comments and preferences for future use will be available once collated. Cllr Day thought that it was necessary to get a ball park figure for rebuilding as soon as is practicable and this would need to go back to full council for discussion. Cllr Davis reported that there was an offer for a Design & Build Company to come along and take a look and give some advice. There would need to be a meeting with planning to discuss the options as the site is within the conservation area. Cllr Davis had put together a list of recommendations taken from other people who had built a new hall. A project team would be needed. This could be a working group and would require people who have a range of skills and experience. There would also need to be a project management team and a professional project manager would need to be employed. Legal aspects would need to be looked at, planning and environmental issues. Funding, grants would need to be sourced to employ professionals to develop the project etc. Designs need to be looked at, taking experience from other halls. It is recommended that the design is kept simple and pay attention to detail, plus make sure there is enough storage etc. Timescales need to be realistic. This is a large project and will take time to deliver. An appropriate budget needs to be set for the maintenance of the new building, although the aim is that it would largely be self funding. The new hall needs to be sustainable and the management of the existing hall and land needs to be ongoing. The committee agreed with these objectives.

There was some discussion on the access issues, although the parish council has a right of access along St Martin's View they would also be responsible for any damage caused by construction traffic, Cllr Blatherwick told members that the road would probably need strengthening. Cllr Day told members that City Cllr Vickery Jones was looking at the possibilities of having access through the car park, this would probably

be just for the duration of the construction. Linda White commented that there was nothing in the consultation about the effect additional use would have on the residents of St Martin's View. Cllr Blatherwick said the residents were all invited to speak to councillors to voice their concerns but no one came forward to do this and the parish council has a duty overall to do what is best for the parish as a whole. Cllr Davis said she thought that the committee needed to get ideas for various teams to look at building, fundraising etc. The parish council would also need to appoint a Project Manager; it was possible that lottery funding might be available for that.

- 08/12 To discuss necessary maintenance, grass and hedge cutting, fencing and any other issues that members consider necessary.** The clerk reported that she had received a quote from Serco to cut the hedge 3 times and the grass in the fenced area every two weeks up until October the cost of this would be £455.25. Members thought this reasonable and will recommend to full council. The clerk was asked how much hedging would be cut and she said the quote was for both sides by the car park and the insides around the perimeter. She was asked about the other side in St Martin's View and the clerk told members that the residents had made it very clear to her that they did not want the parish council to cut the hedge that side. Cllr Davis thought that the hedging along Chapel Row would need to be looked at. Highways had cut it in the past but she wasn't sure who was responsible for it. The issue of fencing the area to give a clear picture of the land owned by the parish council was discussed and it was decided that at the next committee meeting members would look at the area and discuss the matter further. The allotments need clearing and Cllrs Harvey and Jones have been to look at site and advised that one or two skips may be required along with a working party. Cllr Davis thought that at the next meeting it would be good to ask for a representative of each of the user groups to attend.
- 09/12 To look at the income and expenditure to date.** The clerk gave details of the total income & expenditure for the Community Centre from July 2011 to 31st March 2012. Excluding the large items of expenditure the hall was showing a small profit. The earmarked funds for the building were currently £56,145.71.
- 10/12 Update on hall bookings.** The clerk reported that the hall was booked Monday – Friday every evening, except for Wednesdays, when there are two evenings a month available. Daytime use is poor with just Saturday mornings and the occasional children's birthday party.
- 11/12 To discuss providing display boards for hall users.** The cost of this would be looked at and discussed again.

Meeting closed 8.40pm