

# 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 Thursday 6<sup>th</sup> February 2014 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Davis, Cllr Blatherwick, Cllr Robert Jones, and Linda White.  
Not present: Cllr Tony Day, Mabel Wright and Alan Ratford.

<b>01/14</b>	<b>Apologies for absence were received</b> from Alan Ratford and Cllr Tony Day. Mabel Wright will be late, (did not get to meeting).
<b>02/14</b>	<b>The minutes of the meeting</b> held on 10 <sup>th</sup> September 2013 were agreed as correct.
<b>03/14</b>	<b>Declarations of interests and requests for dispensations.</b> None
<b>04/14</b>	<b>Matters Arising.</b> The clerk reported that a sign had not been put on the building. Cllr Robert Jones said it would not be visible if it was on the hall and would need to be in the public car park.

## 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  
None in attendance**

<b>05/14</b>	<b>To report on the progress of the new Community Centre.</b> Meetings have been held with the architect Matt Judge and Epps builders. The parish council has employed Andrew Walker as the QS and Clients representative. There were discussions on the contract and letter of Intent, Andrew Walker advised that firm costings needed to be in place before the parish council committed to a contract with Epps, this is ongoing. There have been discussions with the planning officer and as a result of that the parish council has purchased the allotment plot directly behind the old hall. This will enable the new building to be located further away from the homes in St Martin's View and allow extra parking. The boundary fence will also need to be moved, the parish council is awaiting a quote for this. Matt has dealt with the questions and suggestions received from the planning officer and also taken on board suggestions from the Client Group from Strode Park, who came along to help with making sure that the building was suitable for people with disabilities. Items addressed at the meetings include: access via the public car park, the parish council will have a license to use the access from April 2014; transport assessment, which will be done by Matt Judge; tree survey, this has been commissioned by the parish council; Epps will contact Southern Water regarding drainage; An Archaeological desktop survey to be commissioned by Epps. Ventilation systems are being looked at to help keep costs down. Epps costs are likely to have increased since the summer and they and Andrew Walker are working together to keep costs within budget.
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	<p>A meeting was held with Solar Farm suppliers and it is possible that the parish council will receive £21,000 towards renewable energy on the new Community Centre, this is subject to them getting the necessary planning consents. A funding stream for pre planning application has been sourced and an application will be submitted as soon as possible. Other funds are being investigated.</p> <p>We have been invited to visit the Christian Centre at Seasalter this would need to be a Thursday morning at 10am, Cllr Davis has suggested that we also visit Godmersham hall. The clerk will try and arrange for 27<sup>th</sup> February. It was agreed to ask some of the newer halls what type of heating and ventilation systems they were using and how efficient they were. The next meeting with the developers was scheduled for 10<sup>th</sup> February and hopefully the planning application will be almost ready for submission. Cllr Davis reported that KHS have agreed they are responsible for cutting back the hedge in Chapel Row to two and half metres twice a year.</p>
06/14	<p><b>To discuss fund raising, and grant applications for the new hall and encouraging volunteers.</b> The clerk reported that Homes and Communities Agency has a grant fund for pre planning and Cllr Davis, the clerk and Stephanie Linham are putting together an application for these costs. The Viridor grant will be got ready once the other grant has been submitted. Other grants will be sourced for the environmental and landscaping parts of the build. A meeting has been held with the Solar Farm suppliers and they have indicated we may get £21,000 towards the sustainable energy part of the build, this was subject to them getting planning consent, which they now have. It is hoped that there will be other funding that we can get in from other sources. Cllr Davis suggested that now is the time to start asking residents for donations towards the new building. Linda suggested it should be on the front page of the next newsletter. It could also be advertised on the web site and in the local press. Suggestions for fund raising were Bingo Cllr Robert Jones will look into this, Cllr Nicholson will do a Curry night, Linda will look into a fun run and a valuation evening The Beetle Drive is scheduled for 26<sup>th</sup> April. Linda suggested pictures on the web site with a blog telling residents what was happening and to enable them to see what progress was being made.</p>
07/14	<p><b>To discuss projected charges for the new Community Centre and any other matters regarding bookings etc that members of the committee feel appropriate at this time.</b> Cllr Davis explained that predicted income and expenditure figures were required for the business plan and feasibility study. This had been done by looking at halls that are similar and taking into account their fees and booking conditions. Projections have been made for the next 4 years. The new hall would encourage wedding receptions and funeral teas, also christening parties. There was a suggestion of a Stitch and Bitch group and a Luncheon Club. Cllr Blatherwick thought EPIK (Encouraging Programming in Kent) would be interested in using the hall if an internet connection could be installed. This is a group that encourages computer programming through building things on the computer. She described it as being like Lego on the computer. Cllr Davis will ask her daughter about a BT connection. The clerk asked for letters of support from local residents to go with the grant applications.</p>
08/14	<p><b>To look at the income and expenditure for the hall to date.</b> The hall was</p>

	showing a healthy profit with an income so far this year of £8,191.90 and Exp of £3,525.59
<b>09/14</b>	<b>Update of business plan.</b> Cllr Davis told members this was ongoing
<b>10/14</b>	<b>Ideas for Landscaping.</b> There were suggestions for a bog garden, rain garden or sensory garden. Grants for landscaping will be sought. Cllr Jones suggested asking residents for their ideas.
<b>11/14</b>	<b>Members' reports and clerk correspondence.</b> Linda reported some of the pot holes in St Marin's View had been filled.

Meeting closed 9.05pm