



## HERNHILL PARISH COUNCIL

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**Minutes of the Parish Council Meeting held at Hernhill Village Hall on Wednesday 29th November 2023 from 7:30pm to 9:00pm.**

**Present:**

Cllr. B. Heller (Chair), Cllr K. Wakes Cllr P. Smith, Cllr B. Chipperton.  
Cllr D. Figgis Cllr. E Bannock MBE  
Cllr A. Gould (SBC),

**Also Present:** Mrs R. Parr (Clerk), and 4 members of the public

**130. APOLOGIES**

Cllr R. Lehmann (SBC & KCC)

**131. DECLARATION OF INTEREST**

None.

**132. MINUTES**

- A. The minutes of the Parish Council meeting held on the 25th October 2023 (109-130) having been circulated to all Members, were taken as read, confirmed and signed by the Chair.

**133. PUBLIC PARTICIPATION**

- A. A member of the public commented that the tree planted in the churchyard at the beginning of the year by the Parish Council was bearing fruit.  
B. A member of the public commented on fly tipping that had occurred at Butler's Hill. The Clerk was able to confirm that this had already been reported.

**134. NEIGHBOURHOOD PLAN**

- A. General update.- Cllr Wakes suggested that the newsletter could provide an apology for residents for providing an incorrect date for the previous NP meeting. **Action:** The Chair would include an apology. So far 28 responses have been received for the NP questionnaire. A larger sample was required so it was agreed to extend the closing date until the end of the year. It was suggested that it may be an idea to contact the school to see if they could encourage parents to respond. **Action:** Cllr Wakes would contact the headteacher to enquire.  
B. Next meeting details.- Next meeting is for the 3rd January 2024 November at the Red Lion at 7.15pm.

### 135. KCC HIGHWAYS IMPROVEMENT PLAN

- A. The KCC final invoice for the signage has been received and was included in November's payment run. The SBC Grant from Cllr Gould for £200 had been received for which thanks were provided.
- B. Cllrs Bannock and Waters would be meeting in due course to prepare a new HIP. Cllr Gould mentioned the potential for Dawes Road to become a Quiet Lane. It was agreed that this would be investigated in more detail. The Clerk confirmed that both Dunkirk and Boughton Parish Council's were interested in a joint meeting. **Action:** The Clerk is to arrange this for January.

### 136. KCC 30MPH TOOLKIT

The Clerk had prior to the meeting provided a copy of KCC's free 30mph toolkit, which would be provided to support the new limits when installed. The Clerk raised the idea that parts of the toolkits could be distributed to parishioners via a stall at the May fete. It was discussed and agreed that this would be a good idea. **Action:** As Cllr Wake is also involved with the fete, she would liaise with the Fete Committee. Cllr Heller volunteered to help on the stall. **Action:** The Clerk also mentioned that bin stickers were popular and she would investigate numbers provided in the kit and whether more would be needed and provide quotes for the next meeting. The council also discussed whether starting a Speedwatch Group would be appropriate. It was agreed to approach PC Gary Morris to attend the meeting to explain more about the scheme. **Action:** The Clerk is to arrange.

### 137. PLANNING

Planning Applications-

- 1) None

B. Planning Decisions -

- 1) 23/503958/SUB. Land South East Of A299 Slip Road Off Thanet Way Highstreet Road Hernhill Kent ME13 9EN. Submission of details to discharge condition 17 (cross-sectional drawings) of planning application 20/502407/FULL. - Approved
- 2) 23/504030/SUB. Land Adjacent Thanet Way Highstreet Road Hernhill Kent ME13 9EN. Submission of details to discharge condition 21 - Biodiversity Enhancement Plan, Subject to 21/502972/FULL - Approved
- 3) 23/504031/SUB. Land South East Of A299 Slip Road Off Thanet Way Highstreet Road Hernhill Kent ME13 9EN. Submission of Details pursuant to condition 19 (Biodiversity Enhancement Plan) of Application 20/502407/FULL - Approved.
- 4) 23/503935/SUB. Land South East Of A299 Slip Road Off Thanet Way Highstreet Road Hernhill Kent ME13 9EN. Submission of Details pursuant to condition 3 (Unit 40 - North Facing Flank Wall Details) of Application 20/502407/FULL - Approved.
- 5) 23/503947/SUB. Land South East Of A299 Slip Road Off Highstreet Road Hernhill Kent ME13 9EN. Submission of details to discharge condition 6 (closure report) of planning application 21/502972/FULL - Approved.
- 6) 23/503957/SUB. Land South East Of A299 Slip Road Off Highstreet Road Hernhill Kent ME13 9EN. Submission of details to discharge condition 19 (cross-sectional drawings) of planning application 21/502972/FULL -

Approved.

- 7) 23/503948/SUB. Land South East Of A299 Slip Road Off Highstreet Road Hernhill Kent ME13 9EN. Submission of details to discharge condition 9 (mechanical ventilation system) of planning application 21/502972/FULL - Approved.

### **138. KALC AWARD SCHEME**

KALC had launched its 2024 award scheme with a closing date of the 2nd February 2024. The council discussed and resolved to take part. A nomination form would be included in the December Hernhill News. The parish closing date would be the 22nd January with a decision by the council with a nomination at January's full council meeting. **Action:** The Clerk is to prepare the inserts and place them on the website/Facebook.

### **139. STAPLE STREET/ CREMATORIUM FLOODING UPDATE**

A member of the public attended to raise the issue of the flooding of Staplestreet at the crematorium. The Clerk advised that she had received an update from Cllr Lehmann that over the past 3 weeks there had been correspondence between the PCC, Cllr Lehmann and KCC Highways in order to address the issue. The day prior to the meeting, a blocked culvert had been cleared and it now appears the water has subsided. However, concerns remain whether the blockage had been caused by the unauthorised works undertaken by the crematorium earlier in the year. SBC had advised that detailed plans concerning condition 14 of the crematorium planning application were being worked on and were due to be submitted shortly. If none were forthcoming SBC confirmed that enforcement action would be taken.

### **140. LITTER PICK - DECIDE NEXT EVENT**

Cllr Wakes suggested due to the NP work for the PC to work with other groups/committees in the parish with a litter pick. It was agreed that this would happen in the new year with the possibility of a date depending on the availability of the village hall in order to provide teas/coffee. **Action:** It was agreed for Cllr Wake to arrange with assistance from the Clerk when required.

### **141. CLERK'S LAPTOP**

The clerk confirmed that a laptop had been purchased of a suitable spec to ensure it was future proofed for a number of years and also included Office 2021 for £536.65 (pre VAT). A stand alone hard drive back-up was still required to be purchased and was estimated to be around £40-50. The Clerk provided thanks to Cllr Bannock for his help and advice.

### **142. PROJECT IDEA - CHRISTMAS TREE ON THE GREEN FOR 2024**

The council discussed whether to arrange for a Christmas tree on the village green for 2024 as a number of other local councils do. Concerns were raised over electricity supply and ecology issues as a permanent tree would not be appropriate for the setting of the village green in a conservation area to compete with the large oak tree. It was also commented that the pub and church already have Christmas lights and that was considered to be sufficient. The Council voted against the idea.

### **143. 2024-2025 BUDGET - FINALISE AND AGREE PRECEPT AMOUNT**

Following the comments at the previous meeting, the Clerk had adjusted the budget. Discussions were still required on agreed long term project amounts. The Council agreed to include £3000 towards a future HIP project with £1900 carried over from the existing earmarked reserves. The Council also agreed to formally earmark £5k of current reserves for the NP with an additional £1k set aside in the forthcoming 2024/2025 financial year. The Council also agreed to set aside £100 each year going forward towards a replacement laptop. The internal audit amount was increased to reflect a known forthcoming increase. The Clerks costs had increased in line with the national pay scales and new hours, along with the potential for the national pay rise in 2024/2025 estimated at £1 per hour as has happened in previous couple of years. A breakdown of the budget components is provided as Appendix 1. This showed a precept requirement of £18,091 for the 2024/2025 year which the Council unanimously voted to approve.

### **144. APPROVE RESERVES POLICY**

The Clerk had highlighted to the Council that the Joint Panel on Accountability and Governance (JPAG) recommended that the Council have a reserves policy. The Clerk had utilized the model template provided by NALC and had circulated to Councillors head of the meeting. The Council discussed and unanimously agreed to adopt. **Action:** The Clerk is to add this document to the website.

### **145. RAISING HEDGEHOG AWARENESS**

The council had received correspondence concerning issues over the low number of hedgehogs. The Council discussed and agreed that this was an issue they wished to support and suggested engaging with a 'Help the Hedgehog' by the Kent Wildlife Trust in Faversham and ask if they would come along to a council meeting. **Action:** The Clerk is to arrange. Cllr Bannock also raised that he had some survey data on wildlife numbers and would arrange for this to be circulated.

### **146. MATTERS ARISING**

- A. Neighbourhood Watch - PC Gary Morris highlighted that there had been a car theft in early November from the Church Hill area of Hernhill and the car had been recovered the same day from Detling.
- B. Oakwell Drainage - The issue has been taken seriously by Southern Water who had arranged for a survey of the 89 properties that feed into the pumping station. This would take a few weeks to complete.

### **147. COUNCILLOR'S REPORTS**

- A. Cllr Wake provided an update on the Kent Community Foundation Event that she had attended at Eastwell Manor with the Clerk. It was interesting to see the wide ranging projects that were supported by the foundation and should the right community project idea be forthcoming, then it would be worth investigating the KCF for future grant opportunities.

### **148. FINANCE**

- A. The October Bank reconciliation had been reviewed under S101 requirements early November by the Chair and Vice-Chair and was formally ratified.

- B. The November bank reconciliation was reviewed, approved and signed.  
 C. November's 2023 cheques for payment were approved and signed.

Chq-1744 Countrywide Grounds Maintenance (Mowing November)	£152.66
Chq-Advice Only S/O R Parr (Salary & Expenses )	£623.73
Chq-1745 Hughes & Son (October Church Cutting )	£130.00
Chq-1746 HMRC (R Parr - Tax)	£53.00
Chq-1747 Village Hall (October Hall Hire)	£17.00
Chq-1748 KALC (Effective Neighbourhood Planning)	£120.00
Chq-1749 KCC (Printer Expenses)	£73.67
Chq-1750 KCC (Speed Limit Reduction)	£5,300.00
Chq-1752 J Geliot (Hernhill News - Stamps)	£37.50
Chq-1753 R Parr (Pay to Mesh Computers Laptop)	£643.98
Chq-1754 Hernhill Parish Council (Funds transfer to Lloyds Bank Account)	£10,000.00
	<b>£17,151.54</b>

- D. Online Banking Update - The Clerk advised that the account had been opened and the mandate issues had been resolved. Four of the councillors had online access that worked. Due to the issues with the setting up of the account, Lloyds Bank had provided £40 compensation. The Clerk advised that November's payment included a cheque to transfer funds from NatWest to Lloyds. It was anticipated to arrange for the December payments to be made online from Lloyds. Consideration can then be given in January as to the status of the NatWest account.

## **149. CORRESPONDENCE**

- A. Swale Borough Council's Draft Street Trading Policy - Consultation is open from 1st November 2023 – 29th December 2023.  
 B. Kent Cycling and Walking Infrastructure Plan Consultation - open until 10 January 2024  
 C. Kent Fire and Rescue Survey - Residents have until 1 February 2024 to have your say and influence on what KFRS should focus on over the next four years, to help keep everyone safe.  
 D. Swale Borough Council draft parking policy – Consultation until the 2 January, 2024.  
 E. Kent Police - Kent Priority Survey  
 F. Kent Flood Risk Management Strategy 2024-2034: Consultation 22nd November 2023 and run until the 30th January 2024. The consultation can be found at [www.kent.gov.uk/localfloodrisk](http://www.kent.gov.uk/localfloodrisk), where you can let us know your views by completing the online questionnaire.  
 G. Temporary Road Closure - Fostall, Hernhill - 14th December 2023 for up to one day, between the hours of 09.30 and 15.30, between the A299 Thanet Way and Kemsdale Road.  
 H. Temporary Road Closure at Staplestreet (eastern end) of the 5th December 2023 for up to 3 days.

The Clerk advised that all details above had been added to the website and Facebook.

## **150. ADMINISTRATION**

None

## **151. CHAIRMAN & CLERK'S SUNDRY REPORTS**

The Chair offered final thanks to Allan Taylor for his time as editors on the newsletter as

well as thanks in 2023 for the other helpers being Sue and Stve Osborne and also Martin Wood and Andrew Heller.

**152. ITEMS TO BE PLACED ON JANUARY'S FULL MEETING AGENDA**

- A. Neighbourhood Plan
- B. HIP
- C. Consider and approve closure of the NatWest Account
- D. Approved KALC Award Nomination
- E. Hedgehog Awareness
- F. Speedwatch
- G. Litter Pick

There being no further business, the Chair declared the Meeting closed.

CHAIR