



HEADCORN PARISH COUNCIL

The Parish Office, Headcorn Village Hall, Church Lane, Headcorn, TN27 9NR
Tel: 01622 892496 Email: clerk@headcornpc.org.uk

Minutes of the Parish Council Meeting held on Wednesday 10th April 2019 at 8pm in Long Meadow, Village Hall, Headcorn.

Those present: Cllrs Davies, Evenden, Dungey, James, Mather, Pyman, Selby, Tull and Walker.

Clerk: Caroline Carmichael

Three members of the public were present.

1.

- a. **Apologies for absence.** Apologies were received and accepted from Borough Councillors Round and Chappell-Tay
- b. **To seek notification on whether anyone intends to film, photograph or record any items of this meeting.** There were none recorded.
- c. **Declaration of changes to the register of interests:** There were none recorded.
- d. **Declaration of Pecuniary Interest or other interests as defined by the Kent Code of Conduct and the Localism Act 2011 on any items on the Agenda:** There were none recorded.
- e. **Requests for Dispensations:** There were none recorded.
- f. **Declarations of Lobbying:** There were none recorded.

The Chair sought the permission of the Council to introduce two additional items to the agenda. At Item 4, the addition of the signing of the agreed minutes of the Full Council of February 13th and at Item 6 pertaining to the upgrade of internet services at the office. These additions were accepted and agreed by the Council.

2. **Public session (minute book closed)**

3. **To receive**

a. **Community Warden Report**

The Chair was pleased to report that, after a change in circumstances, the Community Warden is returning to his role as our Warden. This news was very well received.

b. **Information regarding police issues in the village, as available.**

The police reported on the following incidents:-

- Bogus callers targeting the elderly/vulnerable
- Several incidents of ASB and petty theft from retail premises



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- Sainsburys have been liaising with the police regarding nuisance youths
- A female was accosted on Foremans Walk

All matters are being investigated by Kent police and the PCSO is pressing for additional police presence in the village.

It was agreed that we would remind the community that all incidents no matter how small should be reported to the police.

4. **The minutes of the meeting held on March 13th 2019** were duly approved and signed. The minutes of the meeting on February 13th were also signed having been approved at the last meeting.

5. **Matters arising from the last meeting.**

Co-option of new councilors – The Chair confirmed that the co-option will take place next month.
Kent Fire and Rescue Service (Hydrants) – Confirmation has been received that 205 hydrants were inspected, 31 defects were identified and rectified. A map of the hydrants had not yet been supplied and the Clerk will pursue receipt of the same.

Alignment to Ashford Borough Council and agree actions required – it was agreed that this matter would remain on the minutes and monitored for future actions.

Southern Water – The Chair reported that a meeting is still awaited with Southern Water to discuss Phase 2. The Clerk will continue to press SW for a meeting.

Road name signs – The Chair advised that the Clerk has asked the secretary for Maidstone KALC to have this matter on the agenda for the KALC meeting in June

HPC Liaison meeting with MBC – The Chair advised that the Council have yet to receive the report from Helen Whately's office on the meeting with MBC on February 1st. The Clerk will press for the report and then consideration can be given to whether HPC pursue a separate meeting with MBC.

Spires Ash – Email received from MBC that advises that the report and confirmation of the date for the Regulation Panel is now awaited. It was noted that local council elections in early May are taking up Members availability. Clerk will continue to press for resolution.

Headcorn Cricket and Tennis Club – The Chair has spoken to a Committee member and has been advised that they have to sort some issues before coming back to HPC

Lenham Road Lack of Footpath from Hop Pocket Way to Crest Nicholson Site – There has been no further update from KCC and the Clerk has chased for an urgent update.

Lost for Words Books – It remains for a picture to be taken of the Chair with the schoolchildren.

Empty properties on new developments – Concerns over the number of empty properties continues to give cause for concern. The Clerk reported that the situation is being exacerbated by the "part exchange" method being deployed by developers to sell the new homes. So new homes will be occupied but existing housing stock will stand empty instead. See comments under Local Plan entry below.



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Air Quality Diffusion Tubes – The air quality diffusion tubes are now all in the correct locations. The Chair advised that correspondence has been received advising that there is a delay in the publication of results due to staff shortages at the laboratory. It is hoped that the matter will be sorted in the near future. Clerk to follow up.

Maidstone Borough Council Local Plan Review – Mr. Tim Thomas attended the MBC session on the Local Plan review and reported that in essence MBC will be seeking a 40% increase in the housing stock.

The Chair reported an article that appeared in the Kent Messenger recently that reported that the number of empty houses in the Maidstone area is up by 42%.

It is essential that we challenge the numbers/formula being used by MBC in setting the future housing requirement. The Chair and the Clerk will compose a letter that will be sent to Alison Broom at MBC and copied to Borough Councillors and our MP, Helen Whately requesting that MBC confront the Government regarding the formula in use.

Speeding and Traffic Incidents, Hawkenbury – the Clerk wrote to Kent Highways to put this issue on the Highways Improvement Plan. The Clerk confirmed that this matter has been added to the Highways Improvement Plan.

Email regarding Fences at Franks Bridge. The Chair reported that after further contact by the Clerk, Network Rail advised that their asset engineer has been to site and has agreed to sort out the fencing. They are also going to clarify the land ownership position formally moving forward, so as to avoid situations like this happening again. The Chair advised that work was seen to be already started today.

Speeding and Traffic Incidents, Hawkenbury – The Clerk will pursue these issues previously raised by a parishioner now that she has returned from annual Leave.

Headcorn Aerodrome Consultative Committee – The Chair reported that she had received from Jamie Freeman the information regarding the suggested "Streamlining of all the Permissions and Conditions Relating to Headcorn Aerodrome". The Chair will check to see if any of the original conditions are being minimised.

6. Finance

- a. To agree Receipts and Payments and Bank Reconciliation
Schedule of receipts and payments reviewed and agreed by Council, signed by Chairman, Lyn Selby.
- b. To give consideration to the renewal of membership to Kent Association of Local Council (KALC)
The membership of this body was discussed and it was agreed that the benefits are such that we should renew our membership. Clerk to action.
- c. To give consideration to upgrade the internet service at the Parish Office
The persistent failure in the service in the Parish Office had been raised by the Clerk and it was agreed that the matter would be pursued with our IT service provider and



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our existing internet provider. The Clerk will report back to Council should costs be expected to exceed £50 per month and an additional outlay of £250.

7. To discuss and agree road names for the development on the land between Mill bank, Ulcombe Road and Kings Road, Headcorn.

Further correspondence received from MBC and the road names were further considered by the Council and the following names were proposed:-

1	-	Yellow (main road)	-	Silver Birch Road
2	-	Dark Purple	-	Acorn Mews
3	-	Turquoise	-	Beech Gardens
4	-	Red	-	Aspen Place
5	-	Blue	-	Hazel Close
6	-	Coral	-	Oak Court
7	-	Magenta	-	Larch Close
8	-	Light Purple	-	Juniper Court
9	-	Mauve	-	Rowan Place
10	-	Orange	-	Ash Way
11	-	Green	-	Copperfields

The Clerk will advise MBC.

8. Correspondence – To receive and action as required

Shenley Road “Aerodrome” Bus Stop – email correspondence from KCC concerning the relocation of the bus stop at the crossroads of Shenley Road and Biddenden Road on the A274. After our request for its relocation they advise that the site has been have looked at and that this is something they are willing to attempt. Once budgets are refreshed in the new financial year they will begin the process of having the stop moved and further hard standing provided. The initial assessment suggests that this should be achievable, however, it should be noted that the presence of nearby utilities may make the relocation cost prohibitive. They will advise further when all assessments have been completed. Clerk to follow up.

Traffic Regulation Order Ulcombe Road Headcorn – the Council reviewed the application from Ardent Consulting Engineers that proposes a reduction in the speed limit from 60 mph to 30 mph from the existing 30 mph restriction to the edge of the site known as Hazelpits. The Council are not happy to support this reduction, this is a country lane and the speed limit should remain as all other lanes around the village. There is an overall concern that the extension of the speed restriction just encourages further development along this road. Clerk to advise KCC Cllr Prendergast.



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Parish Councillors Allowances – all Councillors are encouraged to complete the survey. The Chair advised that KALC reported some other Parish Councils do claim allowances. The Clerk is to supply the existing allowance structure.

KALC Meeting Agenda for 15th April 2019 – meeting will be attend by Cllrs Pyman and Selby.

Email correspondence from Mr. D Williams – further correspondence received from Mr. Williams and the Clerk has asked again for dates on which he can meet with HPC representatives. No further action at this time.

Access for All – Letter received from the Department for Transport advising that Headcorns nomination for improvement at the rail station had not been successful. The Council acknowledged the letter and agreed that this should not be the end of the fight and the matter would continue to be pursued by the Council with the support of Borough Councillors & our MP. A note of the outcome and the Councils response to it will be published in the next Newsletter and Parish Magazine article. A watching brief to be maintained.

Headcorn Village Hall Management Committee meeting – the meeting has been rescheduled to April 25th.

Octopus Energy – the Chair advised that the Council had received a “gift” of trees for planting in the village. They are keen to promote the planting of trees to combat air pollution. The Clerk advised that the small trees have been temporarily planted and once they leaf, our tree warden will advise on suitable locations for them.

Headcorn Football Club – email correspondence from the football club concerning the availability of land for pitches. The Chair is to arrange a meeting with representatives from the Club and the Parish Council ahead of the Annual Parish Meeting.

Cllr Mather left the meeting at 9:45pm

9. **To receive the minutes of the following committees for information and to raise any queries arising from them:-**

Open Spaces – March 18th

Planning Committee – March 13th & April 1st

There were no comments received.

10. **To receive Reports from the following Working Groups and action as required:-
Neighbourhood Plan Group.**

The Clerk has approached three planning consultants as requested and to date had had two responses. One has declined to assist and the second has given a ball park figure on costs. The Clerk will chase up the third company. Cllr Selby is to talk further with the NHP team.

Finance Group.

Nothing to report



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Affordable Housing Group.

Nothing to report.

Play Scheme Group.

The Chair advised that after discussion with the Headteacher it is regrettable that the facilities will not be available for the scheme this year. The matter will be reviewed by the group later this year.

Special Events Group.

The group will be organising the refreshments for the Annual Parish Meeting.

Emergency Plan Group.

It was agreed to arrange a meeting for the end of April.

Remembrance Day Parade Group.

The Clerk will invite the Chair of the Royal British Legion to attend a meeting with this group in late April/early May.

Communications Group.

Cllr Dungey reported work continues on the "Welcome to Headcorn" pack. This should be completed within the next few weeks. The Communications Group are currently looking for sponsorship for printing.

Speedwatch Group It was agreed that we need to find ways to revamp the group. It was suggested that we have a stall at the May Fair. Cllr Walker was happy to take this forward. In the meantime Cllr Walker will look at the online training – Clerk to send link to Cllr. It was also suggested that the Clerk could contact Mr. Malcolm Bulpitt (Staplehurst Speedwatch) for some ideas on how we might move forward.

Days Green Inspection.

Cllr Mather continues to supply weekly written reports to the Clerk, for circulation to the Chair. There are no actions at present.

Highways Improvement Plan Group. It was suggested that the Highway Improvement Plan Group meet prior to the May Full Council meeting. Clerk to arrange.

R and B Group – nothing to report but there is a need to chase previous contacts.

- 11. To receive reports from any External Meetings attended by Councillors and agree any action required.**

Cllr Dungey advised that she had attended a meeting of the East of Kent Bus Group. As before the village is not directly affected by the pilots taking place but it remains important for us to attend and support the programme.

- 12. Matters for information, urgent matters at the discretion of the Chairman for noting only or any items for discussion at future meetings.**



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The Chair asked that as many Councillors as possible attend the Annual Parish Meeting on April 24th at 7:00pm

The Chair drew the Cllrs attention to a newspaper article that reported a new traffic calming scheme adopted by East Farleigh Parish Council and the cost of £70,000 for the speed indication devices would be funded by parishioners using the Public Works Board (as used by HPC to part fund the Village Hall) after Kent Highways approved the scheme but refused funding

There being no other matters for discussion the meeting closed at 22:20 hrs.

Signed.....

Date.....

20-5-19

