



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 Meeting of the Parish Council held on Wednesday 11th, January 2017 at 8.00pm in Longmeadow, Village Hall, Headcorn.

Those present were Cllr Selby, Cllr Andrews, Cllr Mather, Cllr Pyman, Cllr Dungey, Cllr James, Cllr Davies, Cllr Bellingham-Padbury, Cllr Smith, Cllr D'Urso, Cllr Lavender, Cllr Walker

Minute taker: Helen Fairley

There were five parishioners present (including MBC Cllrs Prendergast and Round).

1. **Apologies for absence.** There were none recorded.
To seek notification on whether anyone intends to film, photograph or record any items of this meeting. There were none recorded

Declaration of changes to the Register of Interests: There were none recorded

Declaration of pecuniary or significant interest regarding items on the agenda -There were none recorded

Requests for Dispensation – There were none recorded

Declaration of Lobbying – all members have received a letter from DHA Planning regarding Land between Mill Bank, Ulcombe Road and Kings Road.

2. **Public session (minute book closed)**
3. **Police and Community Warden reports**

Policing Report

PCSO John Boyd took the Council through the crime and incidents details. There were 57 calls to police during the period.

Community Warden Report

Advised that problems in Grigg Lane should ease up by the 20th when access on Lenham Road will be opened up.

Community Warden contacted Highways on 10th January regarding mud on the road at Hammerstream. Cllr Selby advised that Highways did attend but concluded that it was an MBC issue as it is to do with planning.

Cllr Round raised concerns about the movement of lorries in Oak and Grigg Lane.

Cllr Round advised of the problems with MBC and enforcement. He assured that he and Cllr Prendergast are continuing to apply pressure.

It was agreed to report the issues of lorries not adhering to the method statement regarding the movement of traffic to both MBC and also raise with the HSA.



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4. The minutes of the meeting held on December 14th, 2016 were signed as a correct record.

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

G & T site plan – Ongoing

Nat West Signatory Forms – Forms still remain outstanding for Cllrs Lavender & Smith.

Unity Bank – Carry over to February agenda

Traders/ Starnes Car Park – Ongoing

Parking – Currently with Open Spaces Committee

Shenley Corner – photos taken by Clerk did not demonstrate the issue regarding the confusing white lines. Councillors not clear if junction lines have been repainted, or there is mud on the road from nearby development at times. Need to monitor.

Ashford Borough Council vs Maidstone Borough Council – To go on the agenda for February
Community Payback scheme – still no response

General permitted rights – Clerk monitoring.

Breach of Data – Clerk following this up.

Flood group – no reply. It was agreed to let this drop.

Co-option of Councillors – Five people have come forward to fill vacant space. They will be invited to February meeting to present to the council.

2017/ 18 budget -Will need an extraordinary meeting at the end of January as have still not received absolute confirmation of Parish Services Scheme amount and LCTS.

Land off Hammerstream – EA, Medway Internal Drainage Board, MBC and KCC all say it is not their responsibility. Chair and Clerk to try and get all the four agencies sat round the same table to discuss the issues. (Committee agreed)- remove

Natural Burial Ground – rolled over for the February agenda.

Headcorn Surface Water Management Plan – Comments gathered.

Defibrillator – Offers of 3 Defibrillators from KALC, Weald of Kent Rotary in conjunction with Crest Nicholson, and Sainsburys.

Sainsburys have stated that they are putting a defibrillator on the outside wall of their shop.

Other suggested sites for the other two included The Village Green, The Village Hall, the station, the telephone box on the High Street, and somewhere in the Brooklands area of the village.

Cllrs were reminded of the advisability of CCTV coverage.

It was agreed that information about the defibrillators would be included in the next newsletter.

Parishioners will be invited to contribute ideas about where to site them.

Previous Minutes Chair shared a comment from the Clerk regarding weight restrictions for lorries notices. Still no sign of the signs. Clerk has been chasing.



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6. Finance

a/ Receipts and payments agreed.

Clerk to explain rebate from Southern Electric on her return.

b/ Bank Reconciliation to be carried over to February meeting – statement had been received too late for Chair to produce in Clerk's absence.

7. Clerks update

No Clerks update due to Annual Leave.

8. Correspondence

Parish Services Scheme letter from MBC. Grant 2017/18 is £7,295. PSS to be reviewed during 2017.

Letter from MBC re Tax Base Set at 1,504.3 for 2017/1

Email from John Littlemore – PSS figure previously provided only "proposed" – to be confirmed on Jan 17th.

Clerk to see how the above communications impact budget on her return.

Highways Email re Mill Bank /Kings Junction Clerk reported three accidents in one day at this junction. Highways are satisfied that junction is as it should be. Clerk to reply to Michael Heath saying HPC questions the figures as Highways response indicates they don't have all the information. Clerk to investigate best way to get figures for all accidents.

Consultation by BT re intended public payphone removals– re removing phone box on the corner of High Street and North Street. Cllrs to investigate if there is a consultation notice on the phone box. Concern re unreliable network coverage in village. Also currently considering this box as possible defibrillator site. Clerk to contact BT. before Jan 31st.

Jonathan Owen from NALC email. Council tax referendum principles have not been extended to parish councils for 2017/18. HPC will not be required to go to referendum if they raise above a certain level.

Letter from parishioner in Oak Farm Gardens re how they are being impacted by Countryside. She has written to her MP and asked James Bailey questions. She is very unhappy about how close the Countryside properties are to hers. Clerk monitoring.





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Notification of two road closures Sutton Valence Hill, from 6th Jan for 5 days. Hawkenbury from 10th Jan for 3 days. Only just received and one uses road closed on the other notice.

Parishioner has written asking for help reporting a pot hole. Also worried about gullies clogged with detritus. Open Spaces committee to look at gullies on Sunday, Jan 15th.

KALC /KFRS Fire Hydrant Initiative – email received re information on this scheme plus dates of review meetings. HPC need a new fire hydrant rep. Cllr Andrews suggested including the request in the newsletter.

Email from Kent Libraries – Men of the Trees competition were pleased with tree in front of the library. Kent County Council annually assess all their trees -they are currently happy with condition of this tree, Clerk to check the tree has a TPO.

Notification that concrete bus stops are to be removed. Cllrs to check if Headcorn has any concrete bus stops

Headcorn Primary School is taking over May Fair from the Scouts and, following a meeting with Cllrs Selby and Dungey, representatives have now agreed that it will run on the village green. A letter received from PTFA members thanked HPC for their comments. The May Fair will be a joint effort between School, Governors and PTFA. The following requests in the letter were agreed by the Council:-

Use of Days Green, toilets, power supply and to display banners.

Clerk to notify Days Green Committee. Permission to display banners agreed but not under village sign.

Permission to use Parsonage Meadows car park agreed as long as it is not a wet day.

Use of Village Hall Car Park if wet or for overflow .Clerk to ask VHMC.

Email from Kent Police re Victim Support asking for volunteers. Agreed Clerk to get poster made to display on village notice board.

KALC forwarded a letter from the Pageantmaster, Battles Over - 11th November, 2018, Beacons of Light, 100th anniversary of end of WW1. Clerk to enquire about the price of beacons and where it might go.

Copy Letter from Geraldine Brown, chair of KALC to MBC re possible removal of LTCS as an element of parish funding and asking that overall funding to parishes is maintained at a flat rather than reduced level in line with MBC's "fairly flat" funding over recent past.

Offer of having parish accounts audited by KCC. It was agreed to compare costs.

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

Planning Committee – 14th December 2016.

Nothing raised.



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10. To receive reports from the following working groups and action as required:-

Neighbourhood plan group/ Headcorn Matters – examination delayed. Expecting it in November but investigator has been ill. Now anticipating it this month.
It was agreed to ask help from MP Gavin Barwell re frustrations about the delays (NP first given to MBC in Oct. 2015) with the plan. Cllr Andrews to communicate with clerk with regards to letter wording.

Finance Group – Nothing to report. May need to hold meeting to set final budget.

Affordable Housing Group – Clerk to chase dates for meeting with West Kent Housing Group. The contact has delayed/ changed dates so far.

Play Scheme Group – Not sure if the school will be available. Will know more by end of the months.

Special Events Group – Thank you letter from organisers of Victorian Day. Especial thanks to Cllr Walker and the Clerk

Emergency Plan Group – ongoing

Remembrance Day Parade Group – nothing new to report

Communications Group – Met recently.

Requested that clerk add some pictures from Facebook and Twitter to parish notice board and website.

Cllr Mather reminded that the deadline for the article he is writing for the Parish magazine is Saturday, January 14th.

Speedwatch Group – Letters of thanks have not been sent.

More volunteers this year. Cllr Lavender said he was holding fire on the training until all volunteers have confirmed.

It was agreed to go ahead with the training. Cllr Lavender to get it booked up.

Days Green Inspection – Cllr Mather concerned that Culpepper Court path and path to dentist are potholed. Feels both need resurfacing. Open spaces to look at on Sunday, January 15th.





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11. To receive reports form any External Meetings attended by Councillors and agree any action required. Cllrs Selby and Dungey met with PTFA, The Head, And Chair of Governors of Headcorn School re May Fair – see result in correspondence.

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

Cllr Walker to join planning committee.

Part one of the Meeting closed at 9.55pm.

Cllr Lavender gave his apologies and left the meeting.

Part 2 Exclusion of Public and Press – in accordance with Section 1(2) of the Public Bodies (Admission to meetings) Act 1960, the public and press are to be excluded from the meeting by the confidential nature of the items to be discussed.

1/ To discuss the implications of the recent Appeal Court judgement regarding our request for a Judicial Review and agree future actions.

Chair reminded all present of the confidential nature of discussions.

After a considered discussion the Parish Council agreed unanimously to allow the JR to continue subject to legal advice.

This was proposed by Cllr Andrews and seconded by Cllr Pyman

All Cllrs voted in favour.

Meeting closed at 10.55pm.

Approved by:

Date: 30-1-17