



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 April 2018 at 8.05pm Long Meadow, Village Hall, Headcorn.

Those present were Cllrs Dungey, Evenden, Mather, Nettleingham, Pyman, Selby, C Walker & S Walker

Clerk: Caroline Carmichael

Three members of the public were present.

1. a) **Apologies for absence** were received and accepted from Cllrs Davies, D'Urso & James. Cllr Lavender was noted as absent.
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 Interest** there were none recorded
d) **Declaration of pecuniary or significant interest regarding items on the agenda** there were none recorded
e) **Requests for Dispensation** there were none recorded
f) **Declaration of Lobbying** there were none recorded
2. **Public session** (minute book closed)
3. **Community Warden Report and Information regarding police issues in the village, as available.**

The warden was not in attendance at the meeting due to annual leave and a report had not been submitted.

The following police issues were reported:-

- It was noted that on Saturday 31st there had been a significant police presence due to an incident at the rail station. Although first reported as a serious assault it transpired that it was in fact a medical emergency.
- Cllr Pyman reported that Borough Councillor Martin Round had been in contact with the Police & Crime Commissioner concerning the bilking of petrol at the petrol station. It appears the staff at the petrol were no longer reporting these incidents, a letter had been sent to them by the Commissioner to reassure the owners that all these matters were taken seriously and they must continue to report them
- The Clerk noted two separate incidents of anti-social behaviour by a group of youths, aged 14-15, one on the High Street and on Forge Lane (Monday 9th April) and a second one on Parsonage Meadow/Burial Ground (Wednesday 11th April). They were asked to move on by the Clerk from the Burial Ground. Both incidents reported to 101. It was observed on both occasions that the individuals were consuming alcohol and the PCSO had agreed to talk to Sainsburys, Oldfield's and Cost Cutters about the sale of alcohol to minors or to those buying it for minors.



HEADCORN PARISH COUNCIL

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

4. **To resolve that the minutes of the Council Meeting held on Wednesday 14th March 2018 be taken as read, confirmed as a correct record and signed by the Chairman.**

The minutes were approved and duly signed by the Chairman.

5. **Matters arising from previous minutes**

Co- Option – the Chair noted that there would be a further co-option at the May meeting.

Country Eye – further detail awaited from Peter Rollington on the possibility for Headcorn to become a Country Eye Village. Clerk had followed up and it is hoped we will have the detail for the May meeting.

Traders Car Park – A meeting with Starnes is now scheduled for Thursday 12th April. Cllrs in attendance will be Dungey and Walker S.

Hammerstream – Further Intel has been received including photographs and the enforcement team will make further visits to the site, as dumping of waste and fires have been witnessed. It must be noted that the enforcement applies only to commercial activity at the site and there could be legitimate reasons for some activity at the site. Matter ongoing.

Junction of Wheeler Street/Oak Lane – correspondence had been received from Crest Nicholson that confirms that they have completed the work agreed. The plans/drawings sent with the correspondence centre on improvement of pedestrian access and do not refer to any improvement in the visibility splays. In some research the Clerk has located the original drawings for the improvement in the splays and will investigate further why this work was not carried forward.

Lifts at Headcorn Railway Station – The Chair noted the article in the recent edition of the Downsmail. It was felt it was a good article. It was agreed that the Clerk should promote further and ask for comments.

KALC/KFRS – The issue of the maintenance/location of the hydrants remains outstanding. The Chair has identified an individual who may be able to help us and Clerk will investigate.

MBC Local Plan – The legal challenge by a parishioner continues and a further hearing has been requested to challenge the recent refusal to allow the application for a Judicial Review of the said plan.

Alignment to Ashford Borough council and agree actions required – the Chair asked the Clerk to follow up this matter with Cllr D'Urso and ask that she circulate her notes on the matter and also to draft appropriate letters to a) the boundary commission and b) Maidstone Borough Council. This matter remains ongoing.

Southern Water – The project to upgrade/improve drainage in the village remains in discussion internally at Southern Water. The Clerk has had recent correspondence from the project manager who has agreed to let HPC have an update early in the week commencing 16th April. It is at this point that the finance should have been signed off. SW do have the village hall booked for a public information session in May. Clerk to follow up.



HEADCORN PARISH COUNCIL

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

Shellina Prendergast as there may be a provision for the same under a Section 106 agreement for development in Headcorn. The Clerk will update in due course.

Southern Water works at Squirrel Cottage Church Lane - the Chair confirmed that the work at Squirrel Cottage had been completed with very little disruption.

6. Finance

➤ To agree Receipts and Payments

Schedule of receipts and payments reviewed and AGREED by Council, signed by Chairman Lyn Selby.

➤ Bank Reconciliation

Bank statements and reconciliation reviewed and AGREED by Council, signed by Chairman Lyn Selby.

➤ Section 137

The Council reviewed and noted the change to the Section 137 Limit for 2018 -2019 at £7.86.

➤ Donation to Help a Maidstone Child

The Council reviewed the request and although noted as a worthwhile cause HPC wish to support more locally based organisation. It was agreed that HPC would not make a donation in this instance.

7. Correspondence: - To receive and action as required

Lenham Road Littering – email from Parishioner concerning the appalling state of the Lenham Road. The matter was discussed and the issues concerning the clearance of litter on roads with speed limits over 30 mph. These discussions prompted the Chair to ask the Clerk to contact MBC about a parish liaison meeting at which this matter could be discussed.

G&T issues in Headcorn

- The Parish Council has been copied to email correspondence sent to MP Helen Whately concerning an incident involving a member of the G&T community. The writer was left feeling very vulnerable and unsafe in her own home. This matter has been raised by MPs Helen Whately & Grant in Parliament.
- Copy letter from Dominic Raab received by HPC. He acknowledges the issues in the local community and highlights that the Government intends to consult on the matter and details will be available shortly. His letter does highlight an interesting point "local authorities can decline to determine a retrospective planning application if an enforcement notice has been issued in relation to any part of the development"
- Copy letter from MP Helen Whately sent to the Planning Inspectorate concerning the public inquiry for the site known as The Meadows concerning giving evidence at the



HEADCORN PARISH COUNCIL

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

Kent Highways Parish Seminar - Cllr Selby agreed to put together a brief report and circulate to the Council. This remains outstanding and will be attended to as soon as possible.

KCC Community Transport Grant Scheme – the Clerk advised that she had been in contact with a local community transport company (Wealden Wheels) and is investigating whether the grant would allow HPC to participate in a community scheme such as they can offer.

Headcorn PTFA – the following items remain outstanding after letter received from the PTFA concerning the May Fair in 2018:-

- Use of Village Hall Car Park has now been confirmed by the Village Hall Management Committee and the confirmation communicated by Cllr Dungey.
- Use of Days Green Store for access to electricity supply, the most recent Open Spaces committee have approved the installation of an external point for electricity and water and it is hoped to have the same installed before the Fair. Clerk to resolve with lengthsmen.

Headcorn War Memorial – the Chair advised that the work has been delayed. The contractors work load has been put back by the winter weather. Completion will be undertaken as soon as possible. Clerk following up.

It was noted that a £50 donation had been received from the Fleur De Lis Lodge. A letter of thanks has been sent.

Road name signs – it was noted that the next KALC meeting is April 16th. Cllr Pyman will be in attendance and will register HPC concerns.

Battles Over Guide – the work by the Clerk continues but the signs are very encouraging. A meeting will be arranged of those involved. Further updates will be given as things develop.

Public Right of Way KH617 – the Open Spaces Committee reviewed the route of the PROW and given that the land is a public open space there are no restrictions. It was agreed that the Clerk would send a potted history to Kent County Council but not further action would be taken at this time.

Neighbourhood Watch Association and Maidstone Parishes' Police Liaison Meeting – Cllr Davies will be attending the next meeting on Wednesday 18th April. The Chair has asked that he suggest to the meeting that the meetings should revert to the previous structure when they were held by Parishes on a rota basis.

Headcorn & Development, views of a Parishioner – the Chair confirmed that the Clerk had responded to the emails received from the Parishioner and had invited him to attend the office to discuss further. She had suggested a review of our Full Council & Planning Minutes that demonstrate the commitment by HPC to the village and development.

Car parking in Church Lane – the detail is with the Clerk and Cllr D'Urso and the matter is ongoing concerning letters, signage, observation rotas and recording of offences.

Wheeler Street Pedestrian Crossing – this matter had been closed by HPC at the last meeting however the Chair advised that the matter has now been taken up by Borough Councillor



HEADCORN PARISH COUNCIL

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

A small group of Cllrs that are looking at both projects visited the site and it is described as being a "nice, level piece of green space with some trees and a pond[s]". The area is fenced with some hedging all in a reasonable condition. The main issue is access to the land. There is current access suitable for pedestrian or for tractor for maintenance. Ideally HPC would like to see access to the area from the adjacent Hazelpits site. The landowner has approached the developers and they are currently in discussion concerning the same.

This land would provide an excellent green space for the village and would provide a good walk through allowing those that live at the top of Mill Bank (including new Bovis site) to access the village without using the main road.

There is a suggestion that although the land would be owned by HPC that it could be overseen by a committee or board of trustees. This type of arrangement is in place for other Open Spaces within the village.

The Chair suggested that the Council take a vote on the matter based on the following proposal. This Council wishes to accept this gift of approximately 4.5 acres of land behind Maidstone Road and adjacent to the Hazelpits development, when the owners Dr. & Mrs I Roberts are ready to proceed, provided a maintenance and pedestrian access is available. Further the agreement would have to be mutually acceptable to both parties and would include:-

- a. It remains a green space in perpetuity for the village
- b. All legal fees to complete the transfer of the land to be paid by HPC
- c. All future maintenance costs are responsibility of HPC

The Chair asked for those in favour of accepting the land to show hands. The vote to accept was unanimous.

The R&B group to take the matter forward.

9. To discuss finding of Section 106 review by the Clerk and agree actions required

The Clerk handed the findings of her research to the committee. In essence there are funds due to HPC for Open Spaces contributions from Section 106 agreements totaling some £357,000. Some of these funds had already been identified and requested from MBC. These total £165,413.67 and were used to fund the project at the children's play area on Days Green and the installation of play and outdoor gym equipment at Hoggs Bridge Green. This leaves a balance of funds at £192,000 that could be used to fund other projects in and around Headcorn.

The largest issue is that MBC have allocated a significant proportion of these funds for play equipment and facilities at Hoggs Bridge Green. Given the above expenditure this is not an appropriate allocation of funding.

The Clerk asks for permission from the Council to approach those that can help to find a way to get these funds reallocated so that it may be used to fulfill other open spaces projects. An example is the extension to the existing burial ground.



HEADCORN PARISH COUNCIL

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

inquiry. Those who wish to speak are in fear of retaliation and Helen has asked that suitable screening facilities be found to allow residents to give their views. Her letter also confirms the Dominic Raab (Minister of State for Housing) will be attending the site to see it for himself.

Community Infrastructure Levy (CIL) is a financial Levy that MBC will begin charging on all new developments from 1st October 2018. HPC have received an invitation to a workshop on June 20th. It was agreed the Clerk should attend. Cllr Pyman expressed an interest in the matter and the Clerk is asked to register his interest in the case of spare places.

Public Right of Way KH602 – correspondence received from KCC advising of the closure of part of PROW KH602. The closure is due to an unsafe bridge over the river Beult. KCC confirm that the bridge is to be replaced and should be completed within the scheduled six months. Detail publicised on social media and notice boards.

Tong Farm – email correspondence received from landowner concerning trespass and shooting on his land. The matter was discussed with the PCSO and the Clerk contacted the landowner with possible suggestion to ease the matter. The landowner is already taking most of these steps but thanked the Clerk for her support. All matters have been reported to the police.

8. To discuss the gifting of the land at the rear of the properties on Mill Bank and agree actions required.

The Chair explained that a landowner had approached HPC to make a gift of 4.5 acres of land behind house on Millbank. The gift is offered to HPC on the proviso that

- a. It remains a green space in perpetuity for the village
- b. All legal fees to complete the transfer of the land to HPC
- c. All future maintenance costs

The landowner had suggested that the area could be used as a natural burial ground (NBG), and could be a source of income for the Council.

In the meantime it has come to the fore that land known as Redhill Stables on the Lenham Road is now proposed for use as a NBG. This matter is with MBC who are looking into both legal and planning constraints. The Clerk and others Councillors have expressed their concern that HPC could not manage a NBG and would have to employ an outside body to do so.

A local community group are very keen to see Redhill used as a natural burial ground and are working towards the creation of a business plan that can be submitted for consideration by MBC.

The use of the land at the rear of Mill Bank cannot really be determined until the above is resolved but the Council could take the land over and hold it as a green space until such time as its use is determined. It could even continue as stock grazing pasture.



HEADCORN PARISH COUNCIL

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

It is suggested that the Clerk contact Borough Councillors and KALC as a starting position.
Clerk to update Council as things progress.

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

Planning Committee - 14th & 26th March
Open Spaces - 19th March

The Chair reminded the Council that it is important to read these minutes as these are subcommittees of the Council and therefore undertaking things on behalf of the entire Council.

The Chair further wished to highlight the following two matters:-

- a. The Clerk is actively pursuing Kent County Council with regards to the repair of the PROW at Dawkes Meadow
- b. The removal of street lamps on the Lenham Road that have been installed without Highways Authority permission by the developers of the Countryside development.

11. **To Receive Reports from the following Working Groups and action as required:-**

Neighbourhood Plan Group/Headcorn Matters

Further action on the HNP is on hold pending the outcome of the legal challenge by a Headcorn parishioner to the adopted Maidstone Local Plan. The Council will be updated as things progress.

Finance Group

Nothing to report

Affordable Housing Group

Nothing to report

Play Scheme Group

As previously reported the group would reconvene in the autumn to discuss the plans for the scheme in 2019.

Special Events Group

Nothing to report.

Emergency Plan Group

It was agreed that the plan needs to be reviewed and updated as necessary. The Chair asked flood warden, Tim Thomas, why there would be a separate Flood Emergency Plan and should it be merged into the Headcorn Emergency Plan. Tim Thomas explained that the two plans are quite separate and managed by two different agencies.

Remembrance Day Parade Group

All is on track for the parade in 2018.



HEADCORN PARISH COUNCIL

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

Communications Group

Cllr Dungey advised that the Spring Newsletter is ready for delivery in the week commencing 16th April.

Speedwatch Group

Cllr Dungey confirmed that the police have assessed the sites and we are now waiting for practical training sessions.

The group are on track to be out and about in the spring.

Days Green Inspection Rota

Cllr Mather continues to supply weekly written reports to the Clerk, for circulation to the Chair, Chair of Open Spaces & Council. Actions are dealt with as they arise.

R & B Group

See notes in agenda Item 8

12. To receive reports from any External Meetings attended by Councillors and agree any action required.

- Cllr Selby and the Clerk attended a meeting with Kent Highways manager Susan Laporte and Parish Steward Martin Taylor-Smith. We worked through the list of issues raised in the community and they were able to give advice on who we could approach on the various matters. The Clerk will work through the matters and report to Council as necessary. The Chair did advise that when asked why Ulcombe Road would be resurfaced again when Grigg Lane was in such a poor state, Susan advised this was due to the fact that the Ulcombe Road is a "strategic route".
- Cllrs Selby & Dungey and the Clerk attended the combined parish meeting in Staplehurst. It was a very frank and open meeting and actions were agreed to ascertain exact numbers of G&T occupation of the various sites in each Parish. The meeting was well attended with representatives from Boughton Malherbe, Broomfield & Kingswood, Coxheath, Frittenden, Headcorn, Staplehurst & Ulcombe.
There would be a further meeting to discuss next steps.
- Cllrs Selby & Mather attended a meeting of the Headcorn Aerodrome Consultative Committee. A number of issues were raised and discussed centred on the 2018 calendar distributed by the aerodrome owner. The use of the airfield by the company Adventure 001 Helicopters had been raised with the aerodrome owner who has imposed stricter conditions on the operators than last year and undertaken to stop their operating from the aerodrome if they do not keep to the conditions.. The Chair gave details of forthcoming



HEADCORN PARISH COUNCIL

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

events including the Battle of Britain celebrations and the Special Ops weekend.

13. **Matters for information**, urgent matters at the discretion of the Chairman for noting only or any items for further discussion at following meeting

Cllr Selby asked the Council to note the possible date for the Annual Parish Meeting as May 24th

Cllr Selby shared the Headcorn article in the recent version of the MBC "Insight Magazine"

Parishioners Questions (Meeting adjourned – minute book closed)

There being no further matters for discussion the meeting closed at 22.28 hrs.

Signed

Dated

9/5/18



THE COMMONWEALTH OF MASSACHUSETTS

OFFICE OF THE ATTORNEY GENERAL
STATE HOUSE, ROOM 1000, BOSTON, MASSACHUSETTS 02133

RE: [Illegible text]

[Illegible text]

[Illegible text]

[Illegible text]

[Illegible text]

[Illegible text]

1/2/15

[Handwritten signature]