



## 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 12<sup>th</sup> September 2018 at 8.00pm Long Meadow, Village Hall, Headcorn.

Those present Cllrs Dungey, Evenden, James, Mather, Nettleingham, Pyman, Selby & Tull

Clerk: Caroline Carmichael

Three parishioners and PCSO Boyd were present.

1. a) **Apologies for absence** were received and accepted from Cllrs Davies, Lavender & S Walker. Cllr C Walker were noted as absent.  
It was noted that MBC had confirmed that a co-option to replace Cllr D'Urso may proceed  
The Chair advised that this would likely take place in November
- 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 due to other commitments but he had sent his apologies and a written report had been submitted. The Councillors reviewed the report and no further action was required.

We were joined at the meeting by PCSO Boyd, the Council thanked him for his attendance and his continued work throughout the village. The following police matters were noted:-

- a. Upon his return from annual leave PCSO Boyd noted a number of 101 calls concerning motorcycle, quad bikes & go-carts on the Lenham Road. He was able to link all the incidents and press for a police response to it. Thank fully this seems to have put an end to the matter. PCSO Boyd was pleased that people had reported it on 101 and it just proved that reporting works.
- b. There had been a burglary on Wheeler Street and PCSO Boyd had been to see the family and given security advice. He confirmed that the police had attended very late on the day of the burglary and the forensic team attended the following day.



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- c. There had also been a series of incidents on the High Street involving various retailers and a small group of individuals causing trouble. As a result the police were investigating public order and other offences. This was all the PCSO could say at this time as this is an active investigation.
  - d. PCSO Boyd advised that the Small World Festival seemed to go off without trouble and in fact they had not received a single complaint on the matter. The Clerk advised she had not had any complaints either. There was a Theft reported but this was on site and handled by the police/site organisers.
  - e. The Chair advised that the Council had received an email with a complaint about the parking on Kings Road and people trying to "get around" the Southern Water works. She asked if when John was out and about in the village he could keep an eye on the situation. He agreed to do so.
  - f. The Chair advised that the Bug Hotel on Days Green had been vandalized. The Lengthsmen have re filled it and are now looking at ways to secure the front of it.
4. **To resolve that the minutes of the Council Meeting held on Wednesday 8<sup>th</sup> August 2018 be taken as read, confirmed as a correct record and signed by the Chairman.**  
The minutes were approved and signed by the Chairman, after a correction to matters arising, noting that "Borough" Councillor Shellina Prendergast should read "KCC Councillor"
5. **Matters arising from previous minutes**  
**Speedwatch Incident** – no update at this time. Clerk to follow up.  
**Catchment Improvement Area** – we have received correspondence from the Environment Agency "Improving the River Beult SSSI for people and wildlife – Published reports". This details the outcome of the consultations. The Clerk has passed the reports to Rob Smith and Penny Kemp for their views. Update at next meeting.  
**Hammerstream** – The situation remains as reported at the last meeting. Bonfires were reported to the Clerk on 11<sup>th</sup> September and the detail was passed to MBC. Clerk will follow up.  
**Lifts at Headcorn Railway Station** – A meeting has been arranged for Friday 14<sup>th</sup> September with Helen Whately & Shellina Prendergast. A number of avenues are being pursued in regards to the Headcorn bid and there will be an update at next meeting.  
**Kent Fire & Rescue Service (Hydrants)** – Email correspondence received from KFRS who advise that the hydrants programme has been delayed as a result of incidents caused in the heat wave. Clerk will follow up.



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**MBC Local Plan** – the Chair confirmed that the legal challenge to the MBC Plan has now reached its conclusion and there will be no further challenge. We now need to press ahead with the Headcorn Neighbourhood Plan.

**Alignment to Ashford Borough council and agree actions required** – following the resignation by Cllr D’Urso the Clerk was asked to write to her and ask for copies of the notes that were promised together with the draft letters that she had prepared for the Boundary Commission. Nothing received at this time, the Clerk will follow up.

**Southern Water** – works continue in Kings Road, delayed by the positioning of a gas mains that was not mapped. The Chair advised that until this week there had been no complaints, the complaint was discussed earlier in the meeting and Clerk will respond to the writer.

**Road name signs** – Despite reminders we have heard nothing on this the Chair will pursue the matter at the next KALC meeting on 24<sup>th</sup> September.

**Battles Over Guide** – The Clerk confirmed that detail would be going out in the next couple of weeks but she did confirm that this would be a respectful simple ceremony.

**Car parking in Headcorn Village** – A meeting has been scheduled for September 21<sup>st</sup> to discuss enforcement options. Update at next meeting.

**Lenham Road Littering** – As previously agreed the Clerk has asked that the first area assessed in this regard is the Lenham Road. At the time of this meeting we had not heard from MBC Clerk will follow up. The Clerk will also asked Sanjay Johal of the National Flood Forum, as he had suggested to Cllr Mather that he was aware of an insurance broker that could arrange cover for litter picks on roads with speeds of 60mph.

**Dawkes Meadow** – work completed.

**Defibrillator** – The Clerk confirmed that the defibrillator on Foremans Walk is now in situ and that all defibrillators were now registered. No further action required.

**The Old School House Nursery** – Further updates will be given as they arise. The Chair stressed the KCC Cllr Shellina Prendergast and HPC continue to work very hard on this matter to sort both a temporary and long term solution.

**Kent Highways Improvement plan** – the Clerk confirmed that the plan would be submitted shortly. She had been waiting on details of costs for surveys.

**Rights Of Way Improvement Plan** – The clerk completed the consultation in time for the deadline of 11<sup>th</sup> September.

**NALC award nominations** – Cllr Dungey confirmed the nomination had been submitted.





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**Road Closures & Other Highway Issues** – this matter was further discussed and it was agreed that it was essential to get KCC views on the route of traffic for the new development on Ulcombe Road.

It was repeated that a request for a pre-condition survey of Tattlebury Lane was essential prior to any works commencing.

Clerk to take this matter forward.

**Road Repair A274 adjacent to Bovis Site** – KCC are resolving (the) this issue with the developer

**Fresh water supply issues** – the Clerk has yet to set up a meeting with South East Water. This will be arranged forthwith.

**Disposal of Animal Waste** Recently staff from Green Wicket Animal Sanctuary have again been witnessed (doing this and) dumping large bags of waste in our bins, this time on the High Street.

The Clerk will follow up with Ashford Borough Council.

It was also noted that the minutes from August 8<sup>th</sup> meeting were incorrect and should read “they cannot” as opposed to “they can”.

**Land to be gifted to Headcorn** – this matter was discussed in a Part 2 session on August 8<sup>th</sup>, the Chair advised that things were “rather fluid” at this time and it was hoped there would be an update at the next meeting.

### 6. Finance

#### a) To agree Receipts/Payments and Bank Reconciliation

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

### 7. To review and adopt revised Standing Orders

The Clerk had circulated the revised Standing Orders detailing the small changes that were required. They changes were discussed, agreed and the revised Standing Orders adopted.



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8. **To consider a request from Headcorn Allotment Management Association to install a pond/biodiversity area at the allotments and agree action required.**

The proposal from the HAMA was considered and it was felt to be an excellent idea to bring this bio-diversity to the area.

The Clerk confirmed that there was nothing in the deeds for the land that prohibited this development.

Insurance, safety and other matters were considered and it was agreed that the responsibility for future maintenance of the pond would remain with the association and would be added to the current management agreement.

Clerk has asked MBC for a S106 Open Spaces contribution towards the cost.

The Council approved the request and asked the Clerk to take the matter forward.

9. **To consider placement of pollution diffusion tubes and agree actions required.**

The Clerk had circulated the detail received from MBC on the pollution diffusion tubes. The tubes will be provided at a cost of £261.35 per tube, for a one year measurement period. MBC would utilize derived data and it would be shared with the Parish Council. Any worrying sites would then be adopted by MBC.

The Council are keen to understand if pollution is an issue in Headcorn and feel that this demonstrates their commitment to the community in this regard. It will also give us a benchmark against which to measure pollution levels as the village increases in size.

The Council unanimously agreed to sponsor three tubes as previously outlined. Clerk to take the matter forward.

10. **Correspondence:** - To receive and action as required

**Spires Ash** – Village Green status application, correspondence received from MBC and the matter is ongoing. Clerk will follow up.

**Pedestrian Crossing on High Street** – the time allowed for crossing has been increased by KCC after some concerns from elderly and less mobile members of the community about the amount of time they have to cross before the lights change. Council were impressed by the swift resolution by KCC.

**MBC Consultation** Taxi Emissions Policy – It was agreed that those Councillors who felt they had sufficient experience of this matter would complete the survey. It had already been completed by Cllr Evenden.

**KALC Area meeting** – the next meeting is scheduled for September 24<sup>th</sup>. The Chair will try to attend.



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**KALC AGM Motion** Southeastern Rail Introduction of Parking Charges – Langdon Parish Council are seeking comments/support for the above motion and wish to hear from any Parishes that experience problems over car parking at stations and street parking issues that the fees cause. It was agreed the Clerk would write to Parish Council concerned.

**Water Leak issues Grigg Lane** – HPC have been copied to correspondence from Mr. Williams to Borough Cllr Martin Round concerning persistent issues on Grigg Lane. No response received at this time.

**Days Green Play Area** – an email was received from an individual outlining injuries that his child suffered whilst at the Play Area. The incident occurred when he was using the picnic table. The matter was reviewed by the Clerk and reference made to the RoSPA (The Royal Society for the Prevention of Accidents) inspection carried out in July 2018. The inspection confirmed that the item meets with the requirements of the relevant standards and the item was rated at a low risk level. This detail was confirmed to the writer by the Clerk.

**Government Consultation – Taking Flight the Future of Drones** – it was noted that so far drones have not proved an issue in Headcorn. The consultation had been passed to the aerodrome for them to comment.

**Mobile Activity on Lenham Road** – email received from MBC advising that there was no action that could be taken regarding a mobile that had been moved onto the Meadows site until the appeal for this site has been heard.

**Freedom of Information request** - A request had been received from Mr. Williams for information regarding the financial costs linked to the Judicial Review into the site known as Hazelpits. The detail was sent to him by the Clerk.

**Southeast Rivers Trust** – the Clerk has been in correspondence with the rivers trust concerning the flash flooding on April 30<sup>th</sup> at Hoggs Bridge/School Stream. They are looking at a potential project with the land owner upstream from the Scout Hut. The aim would be to take measures to slow the flow before flood waters hit Headcorn, and hopefully to reduce flood peaks. They are meeting with the landowner this week and further detail will follow in due course. Clerk to follow up.





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

**Planning Committee** – August 8<sup>th</sup> 2018

There were no comments received.

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

**Neighbourhood Plan Group/Headcorn Matters**

Clerk to arrange a meeting to consider our next steps in taking the plan forward.

**Finance Group**

Nothing to report

**Affordable Housing Group**

Nothing to report

**Play Scheme Group**

The Chair is going to speak to the school about the feasibility to have the scheme at the school next year. A meeting will be arranged after that has been established.

**Special Events Group**

Nothing to report

**Emergency Plan Group**

Cllr Mather and Tim Thomas will be meeting to discuss this in November. Cllr Selby will be attending the meeting. Tim Thomas to send her the details.

**Remembrance Day Parade Group**

All is on track for the parade in 2018 though the Clerk will need help to ensure we have adequate marshalls. Cllr Dungey agreed to help in this regard.

**Communications Group**

Cllr Dungey has set up a meeting later this month to agree the content of the next HPC Newsletter.

**Speedwatch Group**

Despite advertising we have had no further volunteers for Speedwatch. Tim Thomas and Martin Selby do not appear to have been contacted in this regard. The Clerk will ask the coordinator to get in touch with both parties.

**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.



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### **R & B Group**

Roberts Land – this matter is ongoing. Updates as they arise.

Redhill Stables – the Clerk has been in correspondence with MBC on this matter and will update as they arise.

**Highways Improvement Plan Group** – see matters arising for update.

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

Cllr Dungey had attended the RAF Memorial service. Tim Thomas reported that the Spitfire fly past had been restricted to two runs. This despite the fact that a NOTAM Civil Aviation notification was issued. He had been told by BBMF that the runs had been restricted by Headcorn Aerodrome operators. Cllr Selby agreed to take this matter up at the next meeting of the Aerodrome Consultative Committee.

The Clerk had attended a meeting with Headcorn Baptist Church about their MAD (Make a Difference) week. The Clerk outlined the sort of activities that they would be undertaking.

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

There were no matters for noting

**Parishioners Questions** (Meeting adjourned – minute book closed)

There being no further matters for discussion the meeting closed at 22:05 hrs.

Signed .....

Dated .....

10 / 10 / 2018