



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 14th March 2018 at 8pm Long Meadow, Village Hall, Headcorn.

Those present were Cllrs Davies, Dungey, D'Urso, Evenden, Lavender, Mather, Pyman, Selby & S Walker

Clerk: Caroline Carmichael

Four members of the public and Borough Councillor Martin Round were present.

1. **Co-option of a new Councillor**
The Council heard a presentation from:-
Mr Alan Nettleingham
With just the one candidate Mr Alan Nettleingham was duly co-opted.
2. **Mr Alan Nettleingham** signed the Acceptance of Office
3. a) **Apologies for absence** were received and accepted from Cllrs James & C Walker.
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** Cllr Evenden stated that he had been lobbied about a requirement for additional parking restrictions on Grigg Lane.
4. **Public session** (minute book closed)
5. **Community Warden Report and Information regarding police issues in the village, as available.**

The warden was not in attendance at the meeting, the warden's report was reviewed by the Council. There were no further actions required.
6. **To resolve that the minutes of the Council Meeting held on Wednesday 14th February 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.
7. **Matters arising from previous minutes**
Country Eye – further detail awaited from Peter Rollington on the possibility for Headcorn to become a Country Eye Village. Clerk to follow up.



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Traders Car Park – The Clerk has reminded Starnes that the Council would like to meet with them to discuss the future of the car park. Clerk will chase up.

Hammerstream – Further Intel was received this month and the MBC Enforcement Officer attended the site but all remains in order. Matter ongoing.

Junction of Wheeler Street/Oak Lane – Matter ongoing Clerk in correspondence with Crest Nicholson.

Lifts at Headcorn Railway Station - The matter remains ongoing.

KALC/KFRS – The issue of the lack of water supply remains and HPC need to follow up on the fire hydrants matter. This will be taken up in the by the Chair and Clerk.

MBC Local Plan – The legal challenge by a parishioner to the adopted plan is ongoing. We are advised that there is an oral hearing on March 27th to seek permission to apply for a Judicial Review of the Local 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 – As previously reported Phase 2 of the project has been delayed due to a reassessment of the planned works and HPC should know more in April. As soon as HPC becomes aware of the planned works the detail will be publicised to the community.

Neighbourhood Plan Group/Headcorn Matters – as previously reported HPC have had a response from MBC but the matter is held in abeyance until the outcome of the parishioners challenge to the adopted Local Plan is known.

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 Chair noted that the Clerk was exploring a grant request from KCC. More detail will follow.

Child Service Cuts – email correspondence received by the Clerk concerning the Child Service Cuts. The response did not properly address the concerns raised. It was agreed HPC would monitor the situation and Cllr D’Urso would follow up with the individual at KCC.

Parking at Rail Station – The Clerk has written again to the operators of the station car park concerning pricing and the issues with commuter parking in the village. The matter remains ongoing and with the Clerk to follow up. It was also noted that Borough Councillor is also following up on this matter.

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. This would be taken forward by the Vice Chair to the Village Hall Management Committee, as the Chair would be absent from the meeting due to another HPC commitment.



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- Use of Days Green Store for access to electricity supply, the Clerk will arrange for access to supply and review security arrangements in the regard. This matter is being further reviewed at the Open Spaces meeting. Clerk will update FC next month.

Headcorn War Memorial – the Clerk advised that it is hoped that the work will be completed at the end of March 2018.

At this time there had been nothing further from the additional donor, but the individual had indicated it could take some time to resolve.

Ulcombe Road Parking – The Clerk had contacted MBC and had been advised that it was a non-starter in terms of a resident's car parking scheme.

Staplehurst Parish Council – as previously reported the Clerk had confirmed to SPC that members of HPC wished to attend a combined parishes meeting about G&T matters and the meeting has been scheduled for 15th March.

Road name signs – as previously reported KALC had asked officers why the change in the road name signs had not been referred to the Parish Liaison group. KALC are now taking this matter forward. Clerk to update.

Section 106 Funding – the Chair advised that there was still work to be done on this matter and it was therefore being carried forward to the April agenda.

Battles Over Guide – the guide was reviewed and discussed and it was agreed that HPC would like to take part in the centenary celebrations.

It was noted that if we did decide to purchase a portable gas filled beacon that the last date to apply for the same is 31st August 2018.

The clerk continues to investigate which groups in the village would like to be involved in the celebrations.

8. 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.

- The Council reviewed and noted the Statutory Guidance on Local Government Investments and agreed there was no further action required at this time.

- The Council reviewed and noted receipt of Non Domestic Rates Bill for Public Conveniences on Days Green.



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9. **Correspondence:** - To receive and action as required
- KCC Public Footpath KH617** – correspondence received from KCC concerning the alignment of KH617 that runs from North Street across Days Green to Dawkes Meadow foot path. The matter will be taken forward by Open Spaces and the response reported back at FC.
 - Neighbourhood Watch Association and Maidstone Parishes' Police Liaison Meeting** – Minutes of the meeting held on 17th January 2018 were reviewed and noted. Date of the next meeting confirmed as Wednesday 18th April.
 - KALC** – Minutes of the meeting held on Monday 5th February were reviewed and noted. With particular note concerning the MBC Local Plan and the MBC addition of Borough of Maidstone to Road name signs.
 - Headcorn Village Hall** – thank you email received from the management committee for the contribution to the new CCTV installation costs.
 - Parking in Chantry, Headcorn** – copy correspondence received from Borough Cllr Martin Round concerning parking issues on the Chantry. As the Chantry remains an unadopted road so the residents in fact have rights to take control of matters themselves. MBC & KCC are powerless to take any actions at this time. No further action required on part of HPC at this time.
 - Biffa refuse lorries** – correspondence received from borough Cllr Martin Round concerning issues experienced with refuse collection due to inconsiderate/random parking by commuter and other vehicles. His note warns that the lorries maybe photographed but stresses that this is not due to the actions of the teams but of the parking. This is part of a fact find that is going on. No further action required on the part of HPC at this time.
 - Cake & Company** – thank you letter received from the Cake & Company team at the Methodist Church for the donation to their newly formed group.
 - MBC Consultation on Taxi and Hackney Carriages in Maidstone** – Cllrs are asked to review and the Clerk will promote the consultation in the usual places. Deadline for consultation is May 27th 2018.
 - Headcorn & Development view by Parishioner** – emails received from a resident that suggest how HPC should be viewing these matters. The content of the emails was reviewed and it was agreed that the write is uninformed and would see from HPC minutes and responses to all applications that we are very proactive on these matters. The resident had been invited to attend and address Full Council but his absence was noted. Clerk to respond to the residents comments.
 - Mr. William Day** – email correspondence received noting various issues on and around Tong Farm and Lane. Clerk to report items such as pot holes and fly tipping.



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10. To discuss report from Open Spaces regarding car parking in Church Lane and related issues and agree further actions.

Cllr D'Urso outlined the content of the parking report. The Committee had only received the report at the time of the meeting and took time to review the proposals for Church Lane. It was agreed in principal to take the matter forward for Church Lane and other matters would be referred back to Open Spaces.

The Clerk to order signage for Church Lane and to prepare letters that would be sent to the residents on Church Walk and the High Street.

Once the signs are in place the parking would be monitored using a rota. It is hoped that an initial hit on the area will improve matters. The project and results would be reviewed by Open Spaces and recommendations for further actions brought back to Full Council.

11. To consider results of Kent County Council traffic management surveys for Wheeler Street, Headcorn and agree actions required.

The Chair went over the results with the Council and it was noted that the results of the surveys fell short of the national standard required for pedestrian crossings and they would therefore not be proceeding with a crossing, nor could they consider the installation of a pedestrian island as the road width would not permit the same.

Cllr Evenden noted that the results were disappointing but felt that the Council had done as much as we could and no further action should be taken at this time. This view was unanimously supported by the Council.

12. To discuss and agree road names for the development on the site of former Headcorn Hall, Shenley Road, Headcorn

After some discussion and a number of suggestion the Council agreed on the name Old Hall Park.

Clerk to advise MBC.

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

Planning Committee – 26th February 2018

Staffing Committee – 26th February 2018

The Chair wished to highlight the increase in the working hours of the Assistant Lengthsman. There were no further comments received.



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

Neighbourhood Plan Group/Headcorn Matters

The Clerk has

- Asked MBC to confirm what funding there was available to us for mediation
- Transcribed the resolution at the SPS&T committee at which the decision was made to support HPC in a way forward with the NP.

The Chair advised that a further meeting would take place and our next steps agreed when the outcome of the legal challenge to the plan is known.

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.

Remembrance Day Parade Group

All is on track for the parade in 2018.

Communications Group

Cllr Dungey advised that a meeting of the Comms group would take place to discuss content of the next Newsletter.

Speedwatch Group

As previously reported we are now waiting on the approval of the watch sites by Kent Police. He is pressing for a small number of hot spots to be agreed as soon as possible.

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

Roberts Land

Cllr Selby gave a brief update on the situation and the group would be meeting to do a site visit and then meet to discuss future steps.

Redhill Stables

As previously reported MBC are investigating the feasibility of a natural burial ground at the site and the detail is with the legal team. It was noted that MBC need to ensure that they make the most profit possible from this asset. There will be further updates as we receive them.



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

- Cllr Selby and the Clerk attended a meeting with Southern Water concerning the works to take place at Squirrel Cottage, Church Lane, Headcorn. Details would be publicised to the community via the usual media.
- Cllr Selby advised that she had attended a meeting with MBC and various agencies concerning the forthcoming appeal into the occupation of the land known as The Meadows on Lenham Road. Further updates will follow in due course.

16. 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 noted that Cllr Sue Walker had expressed a wish to join the Planning & Licensing committee and she would therefore be joining the committee in the place of Dave Andrews.

Parishioners Questions (Meeting adjourned – minute book closed)

There being no further matters for discussion the meeting closed at 22.40 hrs.

Signed

Dated

11 - 4 - 12



HEADQUARTERS PARISI COMMITTEE

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