



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 10th October 2018 at 8.00pm Long Meadow, Village Hall, Headcorn.

Those present Cllrs Davies, Dungey, Evenden, James, Mather, Pyman, Selby & Walker S

Clerk: Caroline Carmichael

Four parishioners, Borough Cllrs Chappell-Tay & Round were present.

1. a) **Apologies for absence** were received and accepted from Cllrs Nettleingham & Tull.
Cllrs Lavender & C Walker were 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 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.

The PCSO had sent his apologies for the meeting. The following police matters were noted:-

- a. Some concern had been expressed that there is an increase in crime in Headcorn. Given that crime numbers have not increased it is perhaps perception that there have been more incidents. Social media indicated that there had been a lot of break-ins in the village but reported break-ins are actually only two in number.
- b. We have however seen an increase in incidents of Anti-Social Behaviour and it is important that witnesses of these incidents report them to the police. If there is not threat to life or property, when 999 should be used, incidents can be reported to 101 either by phone or online.
- c. The Chair had received an email from the Cricket & Tennis club following a recent break-in at the club. Club members were also feeling that they were being targeted by a gang of youths. The Clerk reported that the police and PCSO had been to the club to discuss security and other measures.



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- d. It was noted that correspondence has been received from Kent Police advising that the CPS will not be pursuing the allegation of dangerous driving (as witnessed by the Speedwatch Group), because they believe there is insufficient evidence to secure a conviction.
4. **To resolve that the minutes of the Council Meeting held on Wednesday 12th September 2018 be taken as read, confirmed as a correct record and signed by the Chairman.**
The minutes were approved and signed by the Chairman.
5. **Matters arising from previous minutes**
ASB involving quad bikes – this matter was resolved by the PCSO and there have been no further incidents reported.
Speedwatch Incident – see above.
Catchment Improvement Area – There has been no response concerning the “Improving the River Beult SSSI for people and wildlife – Published reports”. The Clerk will follow up
Hammerstream – correspondence has been received from MBC stating that the matter had not been progressed. The Council agreed that this was not acceptable and the Clerk is to contact MBC to register our dismay and concern and press for a resolution.
Lifts at Headcorn Railway Station – There is a meeting on November 5th with KCC Councillor, MBC Councillors and Southeastern Rail to discuss this and other matters affecting Headcorn. It was also noted that there had been a response from Nusrat Ghani Parliamentary under Secretary of State, it confirmed the process to follow concerning nominations of stations in the Access for All process.
Kent Fire & Rescue Service (Hydrants) – There is no further news on this matter. The Clerk will follow up.
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. There have been no further complaints. The Clerk is maintaining contact with SW to obtain updates on progress.
Road name signs – The Chair advised that the matter had not been pursued by KALC and she would be writing to Geraldine Brown. She further suggested that we raise it at the next liaison meeting with MBC.
Battles Over Guide – The Clerk will circulate details of the forthcoming event. It is hoped that as many Councillors as possible would attend the event.



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Car parking in Headcorn Village – The Chair gave a brief update on the meeting that took place in September. It was agreed that Headcorn would receive additional enforcement resources on a temporary basis – at no additional cost to HPC – the results would be reviewed at the next meeting scheduled for December. The Clerk will be going out with enforcements officers to see the issues first hand.

Lenham Road Littering – There is still no update from MBC about an assessment of the Lenham Road, the Clerk will follow up. It was further noted that the Clerk had contacted the broker suggested by Sanjay Johal and they had been unable to help with insurance cover for volunteers litter picking in a 60MPH road zone.

The Old School House Nursery – KCC had issued an interim statement on nursery provision. More details are expected soon. It was noted that The Old School House Nursery have confirmed that they will be closing at the end of 2018.

Kent Highways Improvement plan – the Clerk confirmed the plan has been submitted and she would arrange meetings with KCC (Susan Laporte & Jennie Watson) to take this and other important highways issues forward. This would include the matters discussed at last meeting:-

1. KCC views on the route of traffic for the new development on Ulcombe Road.
2. A pre-condition survey of Tattlebury Lane was essential prior to any works commencing.

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

Disposal of Animal Waste - This matter is with Ashford Borough Council for investigation. Clerk will follow up.

Allotment Association – correspondence has been received from the association and they have decided that they will not be progressing the idea of making a pond at the allotments. This coincided with the request for S106 funds being refused by MBC in view of the nature and size of the proposed project.

Spires Ash – the matter of this area being designated as a village green is ongoing and KCC confirmed that a trigger event letter has been issued to the appropriate authorities and the deadline for submission is 12th October. Clerk will follow up.

Southeast Rivers Trust – Clerk to follow up and the meetings/discussion taking place concerning Hoggs Bridge/School Stream.

Land to be gifted to Headcorn – this matter remains ongoing.



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6. Finance

1. To agree Receipts/Payments and Bank Reconciliation

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

2. To consider continued membership of the Kent Playing Fields Association

The membership fee was noted at £20 and it was agreed that the Council would support the same for a further year.

7. To review and adopt Best Value Statement

The Clerk had circulated the Best Value Statement. The Council agreed that no amendments were required and the policy was readopted.

8. To review and adopt Vision & Values Statement

The Clerk had circulated the Vision & Values Statement. The Council agreed that no amendments were required and the policy was readopted.

9. To consider support of Neighbourhood Watch Scheme and agree action required

It was agreed to defer this matter to the next meeting as the Parishioner who wished to promote this scheme was unable to attend the meeting

10. Correspondence: - To receive and action as required

Fly tipping & ASB at Tong Farm – email correspondence received from the landowner. Fly tipping had been reported by the Clerk.

Kent Highways Parish Seminar – Date for the seminar confirmed as November 2nd. The Chair agreed to attend. The Clerk will reserve a place.

Finger Post Sign for GP Surgery – the matter was raised by the Clerk with Kent Highways and the request has been refused as they advise that it does not meet the criteria required for directional signage. The Clerk was asked to pursue the matter and to challenge the criteria given. It needs to be stressed that this is not just a GP surgery but also the only pharmacy in the parish.

KCC Big Conversation – there will be an update on progress at a Bus Summit on October 30th at 18:00 at the Councils Chamber at Sessions House. Clerk will circulate the detail.

Refuse left by Local Authority – there were a number of complaints from residents about the bin collectors leaving bags of rubbish at points throughout the village. The matter was raised with MBC and has now been resolved with the contractors Biffa. The Clerk will monitor the situation.



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Bovis Homes – have confirmed after contact from the Clerk that they are now in talks with Headcorn Football Club about the provision of a new parking area.

Methodist Church – request from the Church to consider a crash barrier in front of the Church to prevent damage to the wall of the Church. This was discussed and agreed it was probably impractical and would not have the desired effect in the event of an accident. It was also quite likely to reduce the accessible space for pedestrians.

It was further noted that the Clerk had been able to seek the assistance of local developer Jenners to reinstate the damage wall at the Church.

Tesco Free Bus – it was noted that this service is being withdrawn on 19th October. The matter has been pursued by the Clerk and Tesco advise that they are withdrawing the service because it is not financially viable. The Clerk will also talk to the providers of the service and then discuss the matter further with KCC Councillor Prendergast who has agreed to see if there is a way to take this matter forward.

Meadows Lenham Road – the Chair explained to Council that the appeal hearing scheduled for 9th October had once again been postponed. This centres on the reissue of enforcement notices and the withdrawal by the appellant of their appeal against the original notices. Copy correspondence from MP Helen Whatley has been received in which she is pressing for clarity as to why this course of action took place and pressing for an early date for the new hearing. The matter will be pursued by the Clerk.

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

Planning Committee – September 12th & 24th

Open Spaces – September 17th

There were no comments received.

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

Neighbourhood Plan Group/Headcorn Matters

A meeting has been arranged for November 13th to discuss next steps.

Finance Group

It was agreed that the Clerk would arrange a finance meeting to discuss budget figures. This would be scheduled for the 3rd week of November.



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Affordable Housing Group

Nothing to report

Play Scheme Group

The Chair has spoken to the school and there is no foreseen reason why we cannot have a play scheme next year. The Chair suggests a meeting at the school and a survey of the school children parents to ascertain if there is a demand for its return

Special Events Group

Nothing to report

Emergency Plan Group

Meeting to discuss this has yet to take place, Cllr Selby to liaise with Cllr Mather & Tim Thomas.

Remembrance Day Parade Group

Planning for the event is going well with the aid of Cllr Dungey. The only concern is that we may be light on Marshalls so the Council are asked to either volunteer or suggest people that could possibly be recruited.

Communications Group

Cllr Dungey confirmed that the Newsletter is ready for delivery and will be going out shortly.

Speedwatch Group

The Clerk advised that the coordinator is due into hospital for an operation but some watches may go ahead. A revamp maybe required come 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 – a meeting is to be arranged with the developers of the adjacent land to discuss access, date not yet confirmed. 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 Selby attended the Headcorn Aerodrome Consultative Committee meeting and raised a number of issues with them, not least of all the restricted flight at the Battle of Britain Memorial Service. The aerodrome advised that the restriction had not been placed by them and agreed they would look into the matter and advise.

Cllr Selby attended KALC area meeting and covered a number of areas that were raised, that would be pursued under separate matters.

It was noted that Cllr Mather left the meeting at 10:20pm



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The Clerk, Cllrs Dungey & Selby attended a combined parishes meeting in Staplehurst concerning G&T issues across the borough. A number of learning points were taken away from the meeting and would be pursued under separate cover.

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 Part 1 of the meeting closed at 22:28 hrs.

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 reason of the confidential nature of the items to be discussed.

1. **To receive update on a proposal for an options agreement on land that is to be gifted to Headcorn Parish Council and agree any action as required.**

The Chair gave council an update on matters and advised that the next step was to meet with the developers. Dates to be agreed.

2. **To discuss the possibility for the creation of a wildlife sanctuary with access to the River Beult and agree any actions required.**

The Chair outlined the potential project and it was agreed that the matter would be pursued. Updates would be reported at future meetings.

There being no further matters for discussion Part 2 of the meeting closed at 23:00 hrs.

Signed ......

Dated ...14-11-2018...

