



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 November 2018 at 8.00pm Long Meadow, Village Hall, Headcorn.

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

Clerk: Caroline Carmichael

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

1. a) Co-option of a new Councillor
b) Signing of the Acceptance of Office

The Chair advised that this matter would be carried forward.

2. a) **Apologies for absence** were received and accepted from Cllrs Evenden, Pyman & 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 agreed that the Clerk would follow up about the "speed survey" box that had appeared at the junction of North Street, Moat Road and Kings Road.

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

- a. There have been a number of incidents concerning sheep worrying which have led to significant damage to livestock. Police are investigating.
- b. The Chair noted that there had been a press release that centered on "hundreds of Sussex police officers" who would receive specific training to tackle crime. The Council agreed that the Clerk should write to the Kent Police & Crime Commissioner and ask if



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the same would be happening in Kent. It was noted that there is a distinct lack of understanding of rural crime and as in other services it is the disparity of urban vs rural.

- c. It was noted that there had been a number of Anti-Social Behaviour incidents in the village and these have all been logged with the police.

4. **To resolve that the minutes of the Council Meeting held on Wednesday 10th October 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**

Medway Flood Management Plan – a number of items in previous minutes concerning School Stream, River Beult and SSSI riverside areas would all now fall under the heading of the Medway Flood Management Plan as this project encompasses all those areas from both flood management and improvement stand point.

Hammerstream G&T occupation – this matter remains ongoing and the matter has now been referred to the High Court. Updates will be given as they arise

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 – the Council agreed that thanks should be sent to SW for their cooperation concerning the completion of the works in Kings Road.

Road name signs – The Chair advised that the matter had not been pursued by KALC and she would discuss further with Geraldine Brown. She further suggested that we raise it at the next liaison meeting with MBC.

HPC Liaison Meeting with MBC – the Chair agreed that the Clerk would request a liaison meeting with MBC for the early part of 2019.

Battles Over Guide – the event was well attended by the Community and appreciated by all in attendance.

Car parking in Headcorn Village – The next meeting with MBC will be on December 7th There will be an update at the next Full Council meeting on parking and enforcement matters.

Lenham Road Littering – There is still no update from MBC about an assessment of the Lenham Road, the Clerk will follow up. This is another matter that will be raised at the MBC liaison meeting.

The Old School House Nursery – the Chair read a statement confirming that the new nursery provision would commence in January 2019. As this is a temporary solution, KCC Cllr Shellina Prendergast continues to press for a permanent siting for this nursery provision.



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Kent Highways Improvement plan – the Clerk is to arrange for a meeting with KCC Highways team to discuss a number of Highways Issues including but not limited to:-

- Ulcombe Road Lane issues arising from start of construction at the site known as Hazelpits
- Tattlebury Lane issues arising from start of construction at the site known as Hazelpits

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.

Spires Ash – the Clerk advised that MBC confirmed that the next step in the process towards village green status is for a report to be compiled on the case and presented at a Members Regulation Panel to advise as to the outcome of your application. This is likely to be early next year. The Clerk will follow up in due course.

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

Kent Highways Parish Seminar – the Chair apologised that she had not be able to attend the seminar and had asked for the slides for distribution to Council.

Finger Post Sign for GP Surgery – the matter had been raised further with KCC by the Clerk, the GP Surgery and KCC Councillor Shellina Prendergast and following advice from KCC with detail of assessments that would be required and relative costs this matter would not be further pursued at this time.

Meadows Lenham Road – this matter remains ongoing and MP Helen Whately is meeting with the CEO of MBC to discuss this and other G&T matters at the beginning of February 2019. An update will follow.

Headcorn Aerodrome Consultative Committee - a response from the HACC concerning the restricted flight at the Battle of Britain Memorial Service. The Chair agreed to follow up with those concerned.

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 report on Notice of conclusion of audit for year ended 31 March 2018

The Clerk confirmed the completed Auditors report and the audit concluded that all is in order, there are no matters that require action. The notice of the conclusion of the audit has been posted in accordance with regulation requirements.

7. To review application from Bovis Homes for a Traffic Regulation Order to extend the current 30 MPH zone and agree actions required

The proposal were reviewed and it was agreed the Council would support the reduction on speed to 30MPH but would like the distance for this restriction extended to the siting of the



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current national speed limit sign and further consideration for a reduction from 60MPH to 50 MPH thereafter.

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

The Council received an introduction from Amy McGarrey and Clare Moss. They plan to set up the first scheme in the area where they live. At this time they are investigating what is required. The Parish Council and the Clerk have agreed that they will offer what support they can. The Clerk to set up a meeting with the PCSO and Community Warden.

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

Southern Water – email correspondence received from SW with a note of thanks for our support of the work that they are undertaken.

Parking Issues in Gibbs Hill – email correspondence received from a resident of Gibbs Hill highlighting the issues with rogue parking. The resident had raised the matter with KCC after speaking with the Clerk. KCC redirected the writer to HPC and KCC Councillor Shellina Prendergast to see if those parties would promote the suggested changes. The Clerk has been in correspondence with the writer, the matter will continue to be monitored.

Headcorn Cricket & Tennis Club – the Club are looking to extend the facilities at the club with the addition of a fourth floodlit court and wishes to discuss the matter with HPC. It was agreed Cllrs Davies & Selby would meet with the club.

Lenham Road – the lack of a footpath that links Hop Pocket Way with the new Crest Nicholson site has been raised by a neighbour of residents. After consultation with Kent Highways the Clerk was able to advise that the footpath that will link the Crest Nicholson site to the existing footpath in Knights Way has been delayed as a new gas main will be fitted in that area of the Lenham Road. The KCC engineer is meeting with the developer and other parties on site and will keep us advised of progress. Clerk to follow up.

Bovis Homes A274 – the Clerk had received correspondence from a resident stating that work on the site had ceased. After contact with Bovis Homes the Clerk was able to advise that work has not ceased it has been delayed in some areas pending the completion of works by UK Power Networks. No further action is required.

Headcorn Aerodrome Consultative Committee – email correspondence received advising that pylon flying would be taking place on the dates given. The matter was noted and the Clerk would record any complaints received.

Pie & Mash Van – email correspondence received from a vendor who wished to use the village hall car park for the sales of Pie & Mash from a mobile, the correspondence has been sent to the Village Hall Management Committee (VHMC). It was further noted that the VHMC had advised the individual that given its location they do feel that it would be a viable location for the van.



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Parking bays on High Street – email correspondence from a visitor to the village suggested that marked parking bays on the High Street would make better use of the area and mean that those parking were more appropriately parked. It was agreed that this matter would not be taken forward at this time.

Thank you letter received from a resident for the continued pressure to have drop kerbs installed at Hydes Orchard. They are now in place and he was very happy with how much easier his journey to the surgery now is.

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

Planning Committee – October 10th & 22nd

There were no comments received.

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

Neighbourhood Plan Group/Headcorn Matters

The HNP group met on 13th November and it was agreed that the team would meet with Borough Councillors Round and Chappell-Tay to find a way to take the plan forward. It cannot simply be left to flounder after all the time and effort that has gone into its production, it was also noted what support the plan had from the community.

Finance Group

The finance group will meet on Monday December 3rd (7pm) to review the first draft budget.

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

Mention was made of the Beacon Celebration on November 11th and what an excellent and commemorative evening it was and one of which the village could be proud. Special thanks go to the Clerk, our lengthsman & PCSO John Boyd who made this event such a success.

Emergency Plan Group

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



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Remembrance Day Parade Group

The village turned out in unprecedented numbers for the event this year and it went without a hitch. Cllr Dungey has sent thank you notes to all involved and the feedback has been that all enjoyed it and would happily volunteer again.

Communications Group

Cllr Dungey confirmed that a meeting would be set up for December to discuss the next Newsletter and also ideas for a “welcome to Headcorn” leaflet/booklet.

Speedwatch Group

There has been a little activity as the coordinator has been in hospital. The Chair asked that we have this an agenda item in the New Year.

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 – update in Part 2

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.

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

Cllrs Dungey, Evenden & Selby attended a meeting with Southeastern Rail concerning the Access for All nominations and other matters. The team from SER advised that there had been 8000 responses to the inline nomination, they will confirm how many Headcorn received. They also advised that SER would be including Headcorn in their nominations.

Martin Round confirmed that MBC would be nominating 4 stations - 1 urban and 3 rural and although there was no firm news at this time there should be some funding for Headcorn. Car Parking charges were also discussed and they agreed to press the matter and get back to the Clerk.

Cllrs Dungey & Selby attended meetings with the VHMC meeting. Nothing of significance to report though it was noted that they are considering appointing someone to “run” the village hall.

The Clerk attended the MBC Draft Strategic Consultation at Lenham. It was a very open meeting and MBC appeared to be listening. The meeting did however highlight the differential in the views of MBC when it came to the rural communities. There was an



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agreement that MBC have a very biased urban view. Updates will be given as the project develops.

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

The issues with Dawkes Meadow footpath flooding was raised and it was agreed that the matter would be once again raised with KCC. In the meantime the lengthsmen would take a look to see if there was anything they could do to alleviate the problems.

It was noted that a gentlemen had been found sleeping rough in the Churchyard by one of our Lengthsmen. The Clerk, together with many from the community were able to help this gentleman and demonstrated that the “heart” is still on Headcorn.

Parishioners Questions (Meeting adjourned – minute book closed)

There being no further matters for discussion Part 1 of the meeting closed at 22:30 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 the meeting that had taken place with the developers. Updates would be provided as they arise

There being no further matters for discussion Part 2 of the meeting closed at 22:55 hrs.

Signed

Dated