



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 Parish Council Meeting held on Wednesday 13th November 2019 at 7:30pm in Long Meadow, Village Hall, Headcorn.

Those present: Cllrs Davies, Dungey, Hancock, James, Mather, Pyman, Selby, Thomas, Thorogood and Walker.

Clerk: Caroline Carmichael

Three members of the public were present.

1.
 - a. **Apologies for absence.** Apologies were received and accepted from Cllrs Collins-Moore and Evenden.
 - 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 interests:** There were none recorded.
 - d. **Declaration of Pecuniary Interest or other interests as defined by the Kent Code of Conduct and the Localism Act 2011 on any items on the Agenda:** There were none recorded.
 - e. **Requests for Dispensations:** There were none recorded.
 - f. **Declarations of Lobbying:** There were none recorded.

2. Public session (minute book closed)

3. To receive

a. Community Warden Report

The Warden had sent his apologies for the meeting. The Chair reviewed the Wardens report that had been circulated to all Councillors. A number of points were discussed and clarified including reference to the One Stop Shop posters.
No other matters were discussed

b. Information regarding police issues in the village, as available.

The PCSO had not supplied a report for the meeting. The following incidents/matters were discussed:-

- Recent spate of egging
- A lady was nearly mown down by a driver on Mill Bank when they mounted the footpath to avoid the queue at the traffic lights.



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- The Clerk reported on two separate aggressive driving incidents. Both have been reported to the Police.
- Cllr Davies witnessed a dark transit van using its flashing amber “motorway maintenance” lights to jump traffic queues at the traffic light at The White Horse crossroads. He had been unable to obtain the registration number.

No further incidents were discussed.

4. **The minutes of the meeting held on October 9th 2019** were duly approved and signed by the Chair

5. **Matters arising from the last meeting.**

Country Eye – the Clerk advised that this matter had been delayed until January due to work loads and other commitments in the Parish.

Alignment to Ashford Borough Council and agree actions required – it was agreed that this matter would remain on the minutes and monitored for future actions.

Lenham Road Lack of Footpath from Hop Pocket Way to Crest Nicholson Site – The Clerk advised that Crest Nicholson confirmed that a planning application for the footpath had been approved and the matter was now with the technical team at KCC. The Clerk will follow up.

Church Lane Parking – The matter is ongoing and Cllr Thomas hopes to be able to have a full report in the New Year. The issues of parking by the traders was discussed and it was agreed that a letter would be sent to a number of traders who were seen as persistent offenders. The Clerk was asked to write to Simon Miller, the Royal Mail office, HQ (hairdressers) and Smiles Dentist.

MBC Community Protection Team (CPT) – Cllr Thomas attended the last two sessions and noted that sadly no members of the public attended the sessions. It was agreed, as had been mentioned before, that the library is probably not the best location for the session. It was also suggested that Saturday morning would be a good time for a session. The Clerk will write to the CPT team and discuss alternatives.

Annual Meeting of the Parish – The Clerk has written to a number of village groups and thus far the response is very encouraging of a new shorter format for the Annual Meeting of the Parish. The matter will be taken forward by the Communications team in the New Year.

Assistant Clerk – The Chair advised that the interviews had been completed, 5 in all, and the position has now been offered to the successful candidate. The matter would be confirmed upon receipt of satisfactory references.

Maidstone Borough Local Plan Review Regulation 18 Consultation – it was agreed at the last meeting that the Clerk would lobby the Policy & Resources Committee ahead of their meeting on 20th November. Given that there has now been additional correspondence with MBC/KALC and other parties, including a radio interview with Cllr Martin Cox, on the issue of the housing numbers, it was agreed that the lobbying was not appropriate at this time. This matter will continue to receive a strong focus by HPC.



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Access for All – there has been nothing from MBC about a feasibility study. This matter is ongoing.

Kent Highways – HPC Highways Improvement Plan

Speed surveys – The Clerk has received the results of the speed surveys and it is clear from the comments from KCC that they do not intend to take the matter further they quote the mean speeds as being

Millbank:

Northbound - Mean speeds 34.4mph

Southbound - Mean speeds 31.5mph

Wheeler Street:

Eastbound - Mean speeds 26.6mph

Westbound - Mean speeds 25.5mph

As you can see from the mean speeds this is a well observed speed limit.

In reviewing the data behind the above it is clear that there is an issue with speed at certain times of the day and these concur with comments from the community.

Given that even the mean speed exceeds the speed limit the Council agreed that the Clerk could write to Dr Ker to ask for his assessment of the raw data. The matter may then be referred back to Kent Highways.

Hawkenbury Road Bridge – At the last meeting correspondence had been received from Highways advising that they were reviewing crash data for the Hawkenbury Road after they had received correspondence from a Parishioner who advised that their hedge had been crashed into a number of times. They will advise outcome of investigations. There has been no update from KCC at this time, the Clerk will follow up.

Hammerstream

Enforcement matters continue to be an issue at the site and the Clerk is pressing MBC for action. It appears now that the site to the left of the area has now been vacated and has been left in an awful state. Further dumping has taken place on the site to the right. The matter remains with the enforcement team for action.

Roberts Land – the Chair gave an update of the situation and advised that the owners of the land are now seeking legal advice on an agreement. There does remain an issue as we have yet to receive an agreement in writing from Orbit/Chartway about permanent access to the land. A meeting will take place on 19th November (Cllrs Selby, Mather & Thorogood) will be meeting with the land owners and Norman Springett from the Rotary Club Maidstone, who are acting with MBC to find green spaces suitable for the planting of trees.

An update on all matters will follow at next Full Council.

Village Hall Management Committee – the Chair advised the agreement for the shared office next to the Parish Office has been signed by all parties and is held in the parish Office.

Finance Papers – The Chair confirmed that the copy papers had been signed in accordance with the minute record last month.



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Headcorn Surgery Wildlife Garden – The Chair and the Clerk meet with the children and other parties at the Surgery. The Chair noted what an excellent job the children had done with the posters.

MBC Street Homeless Outreach team – As agreed at the last meeting the Clerk has now been given an emergency phone number for contact if we are faced with a situation involving a homeless individual.

MBC The Meadows Lenham Road – correspondence received from the MP and PINS that advises that the inspectorate are employing more inspectors and we should all see an improvement in the service. There was no mention in regards to the Meadows enquiry and the Clerk will follow up once again.

It was noted that the Clerk had received formal confirmation that the issue of applying for lawfulness certificate when at the 10 year time period would not apply to the site. The clock effectively stopped when this process began. Full detail will be retained by the Clerk

Persimmon Homes Directional Signs – the Chair noted that this developer had reacted to our request in a very positive manner and had erected the signs we had asked for. This is to be commended.

Matter arising from previous Minutes

Section 106 payment - this matter continues to be pursued by the Clerk and she is now in correspondence with yet another officer at MBC. The positive note is that we have finally received a schedule of the payments due to Headcorn and this concurs with the list that the Clerk had compiled. The detail received from MBC needs further clarification and the Clerk will continue to press the matter.

6. Finance

a. To agree Receipts and Payments and Bank Reconciliation

Schedule of receipts and payments reviewed and agreed by Council.

b. The Parish Council to review and adopt new Financial Regulations

Cllr Dungey raised a question with regards to Section 6 and the appropriateness of the wording given how the Parish Council now complete their banking. Further she asked if we should be reviewing the utility providers every two years. The Clerk agreed to further review the regulations and clarify the matters with KALC/NALC. There would be an update at a future meeting.

7. Correspondence – To receive and action as required

Joint Parishes Group (MBC Call for Sites/Local Plan) – invitation received to attend a JPG meeting about the call for sites on Tuesday 19th November at the Tudor Park Hotel. It was agreed that Cllrs Pyman and Walker would attend.

Parish Council CIL Funds – email received from MBC advising that there is a NIL return for the period 1st April - 1st October 2019. The matter was noted.



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Public Works Loan Board – letter received from H M Treasury confirming that the PWLB interest rate on all new loans would be increased by 1% with immediate effect. The matter was noted.

Litter/Fly tipping issues at litter bin in the village – there has been a consistent increase in the amount of rubbish being collected by the lengersmen and we are seeing bags of household waste dumped by our public bins. The Clerk is pursuing the matter with MBC to see what steps we can practically take to ease the problem.

G & T sites on Lenham Road – copy correspondence received from a Parishioner that has been sent to MBC about the issues with the seemingly expanding site on the Lenham Road. They expressed grave concerns that the LPA are doing very little to control the matter. A response had been received from the enforcement team at MBC which has done very little to allay the concerns of the writers.

Parking on Kings Road – email correspondence received concerning the traffic lights at the Whitehorse junction and expressing concern that parking spaces would be lost. The Clerk conformed to the writer that there would be no loss of spaces and the developer had made an off road provision for the spaces that would be lost closest to the junction. On this matter the Chair asked that the Clerk continued to press the developer to “sign” the spaces so that it was clear these were public spaces. The Clerk agreed to double check the planning conditions and follow up with the developer.

MBC Call for Sites – a parishioner had received a response to his comments concerning the above which suggested that he wait to make his comments during the consultation period in February. The Council disagreed and said we would continue to encourage people to make their comments. The Clerk is recoding all those that are copied to us and will ensure that the comments are resubmitted.

Traffic Lights at The White Horse Junction – there has been an inordinate amount of correspondence on the issues with the traffic signalization at the junction. The matter is being variously pursued by the Council, the Clerk and KCC Cllr Shellina Prendergast.

8. To receive an update on the MBC Call for Sites and agree the next steps

The Chair gave an update on the purpose of the call for sites and then went on to describe the work that is being undertaken by KALC who are taking an overarching approach to the issues as they must represent all Parishes.

KALC have had meetings with MBC (William Cornall) and detail of the meeting notes were circulated by the Clerk.

It is noted that Cllr David Burton has stated that time will be given to officers to review the detail and suggestions made by KALC in reassessing the housing numbers.

Cllr Selby will be meeting with the Headcorn Neighbourhood Plan group to discuss both the HNP and their view on the call for sites detail. HPC Planning Committee will meet informally to discuss the detail and then a paper will be presented to the Council in December.



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The Clerk has also requested a meeting with MBC in the first full week in January to go over the sites in depth.

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

Planning Committee – October 21st

There were no amendments or comments.

10. To receive Reports from the following Working Groups and action as required:-

Neighbourhood Plan Group.

The Chair advised that there will be a meeting next week and that she would be meeting with Dr Driver tomorrow (14th) in order to progress our plan.

Finance Group.

The Chair reminded the Council that there would a meeting to discuss the budget for 2020/21 would take place on December 16th at 6:30pm.

Play Scheme Group.

The Chair advised that due to other commitments she had not yet completed the survey but would be doing so before the next Full Council.

Special Events Group.

The SEG were asked to provide refreshments for the December meeting.

Emergency Plan Group.

The Chair advised that the matter is ongoing

Remembrance Day Parade Group.

It was noted by many that the Parade had gone very well and thanks were given to Cllr Hancock and others involved. Once again it was a lovely event thoroughly enjoyed by the community.

Communications Group.

The booklet had yet to be delivered to all the new estates, this would be picked up again in the New Year.

Speedwatch Group

Cllr Hancock will be undertaking the road side training this week.

The Clerk advised that we are waiting on further clarification from Kent Police as to whether or not we can use a Go Pro when undertaking Speedwatch sessions.

Days Green Inspection.

Cllr Mather supplied the weekly written reports but advised he is no longer able to undertake this duty. Cllr Hancock agreed to take over the duty. There were no issues in the last report that require follow up.

Highways Improvement Plan Group

See comments in the preceding matters arising.



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R and B Group

Roberts land has been dealt with separately in the preceding minutes.

Recent press stories intimated that the land at Redhill Stables is being considered as a natural burial ground. The Clerk had asked for confirmation and the planning officer confirmed that this was indeed the case. No further action is required on the part of the Council.

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

Meeting with Headcorn Aerodrome Consultative Committee

Cllrs Selby & Thorogood attended the last HACC meeting. There was little of note to report but Cllr Thorogood did advise that an event had been added to next year's schedule and that is on the first weekend of August and will be a "Fire Engine Show".

KALC Meeting

Cllr Selby reported on the KALC meeting attended on Monday 11th November. The minutes and attachments would be circulated by the Clerk.

Meeting with MP Helen Whatley & Kent Police & Crime Commissioner

The Chair and Clerk attended this meeting at the village hall and were heartened by the reception from the commissioner and the Kent Police representatives in attendance. Additional presence has been promised in the village.

There will be a further meeting in January/February 2020 to assess the impact that this has had and discuss the way forward.

The Clerk and some Cllrs stated there had been an increased police presence in the last week.

- 12. Matters for information, urgent matters at the discretion of the Chairman for noting only or any items for discussion at future meetings.**

The Chair noted that there would be no Open Spaces walk on Sunday 17th

It was noted that the Clerk would be on annual leave from Monday 18th November, she will return to the office on Monday 9th December

There being no other matters for discussion the meeting closed at 22:26 hrs.

Signed..... Date.....