



## 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 Headcorn Parish Council held on Wednesday 10<sup>th</sup> November 2021 at 7:00pm in Long Meadow, Village Hall, Headcorn.

Those in attendance: Cllrs Bates, Thorogood, Williams, Glanfield, Mather, and Thomas.

Clerk: Stefan Christodoulou.  
Assistant Clerk: Susie Barkess.

Eleven members of the public were present.

1.

- a) **Apologies for absence:** Were received and accepted from Cllrs Hammond, Pyman and Davies
- 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. **Guest Speaker** – Paul Whitehead. CCTV, Lighting installation and maintenance company.

4. **Community Warden Report**

- Have been introducing James Watson into the area.
- Was visually present in area with James throughout the week of the funerals. Liaising with residents and businesses.
- Have attended 2x Public Protection surgeries in the High street
- 1 x home library visit to resident who is housebound
- Liaised with Paramedics after finding a resident who had fallen in their home and subsequently sent to hospital.
- Met with John Boyd and had conversations with Kent Police over Community tensions.
- 4x welfare visits
- Various agency referrals over assistance to multiple residents.
- Phoned Highways to fix a raised kerb on oak lane (ref 6049361)
- Provided Technical help to a vulnerable resident (electronical) to enable them to use their tablet.



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### Information regarding police issues in the village

- RTC x 5 – Lenham Rd, Southerden Rd, Smarden Rd, Maidstone Rd, The Hardwicks
- Vehicle recovered by Police for no insurance by Sainsburys
- 5 reports of a bike being a nuisance around Headcorn village and neighbouring villages – Local officer has requested CCTV imaging from parish Clerk, photos obtained from members of public have been given to Police Officers who visited sites
- Report of poaching down Plumtree Rd – patrols attended but no-one there
- Report of an abandoned Vehicle on A274 – not abandoned left after an RTC
- Report of intruder alarm activation on farm on Ulcombe Rd – attendance not required as no problems
- Report of a Vehicle stopping a member of public and trying to sell a coat – no other reports
- Report of youths kicking a garage door down Forge Lane – local officer gave re-assurance
- The Community Policing Team regularly patrol the Rural areas, including Headcorn.
- Local officer has conducted high visibility patrols In Headcorn and surrounding area giving re-assurance to local people, victims, witnesses and collected CCTV from shops as requested by officers.

### The Police.UK crime classification report for the Ward of Headcorn.

This gave the number of crimes for September 2021 as 47.

Further information [www.police.uk/pu/your-area/kent-police/maidstone --- headcorn/](http://www.police.uk/pu/your-area/kent-police/maidstone---headcorn/)

5. **To resolve that the minutes of the Council meeting held on Wednesday 13<sup>th</sup> October 2021 be taken as read, confirmed as a correct record, and signed by the Chairman.** The minutes were agreed and signed by the Chairman.
6. **Matters arising from previous meeting: -**
  - Lenham Road Lack of Footpath from the Crest Nicholson Site** – The developer has started work on the small section of footpath that links The Weavers and the PROW. The remaining footpath on the Hop Pocket side has yet to be started.
  - Off Road Parking, Kings Road** – Sign will be sited after installation of pole by Prime One Maintenance in the next couple of weeks.
  - Roberts Land** – It has been agreed with Orbit that we will proceed to pay to cover the costs for access and to recover the same from S106 funds at a later date, so as not to delay this issue. This is now in the hands of our Solicitors Whitehead Monckton for their agreement.
  - Headcorn Highways Improvement Plan (HIP)** – The HIP and the various schemes that are being discussed: -
    - **20MPH Zone and associated traffic calming measures – High Street, North Street, Kings Road & Forge Lane**  
After discussion with the KCC officer and noting their comments: -



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- The more expensive scheme that would include physical traffic calming measures (circa £20,000). This was felt to not offer the best use of funds.
  - They are still considering the lesser scheme of signing and lining (circa £3-4,000). Whilst this does represent a better use of funds it then raises a problem with the lack of enforcement. However, as Police enforcement can only be carried out on 30mph+ Zones this means that in a 20mph zone no enforcement would be available.
  - Siting SID's at the strategic entrance points to the village. We are in contact with KCC about these measures. Asking Toby Butler at KCC Highways
  - Siting white village gateways at the entrance to the village on the A274 entering Headcorn from Maidstone. These have a psychological component which might make them as useful as other options. These are also being investigated.
- **Oak Lane – Speed Issues**

The issue on Oak Lane is not necessarily one of speed but may have more to do with the narrowness of the road and lack of consideration by some drivers. Thus the Idea of a semi mobile SID could represent the best option for this area so as to rule out speeding and heighten drivers awareness of the circumstances on this road.

As discussed with Jennie Watson of KCC Highways we can introduce any and all these possibilities if we are willing to pay for them. Waiting to hear from KCC/MBC regarding the SID's

**Planning and Enforcement Issues** – Meeting with William Cornall, representatives of MBC, Borough Councillors Round & Trzebinski, Ulcombe & Boughton Malherbe took place and although it was clear that nothing could be done in the immediate future to change the situation in the Ward there were ideas that may help address the issues in the future. It was confirmed that a workshop with Parishes would be held to discuss potential ways of meeting G&T need and other G&T issues such as landscape impact/conditions/other legislation. The workshops for the Parishes to attend, to further discuss these issues, will be organised soon. Workshops to be arranged for early January 2022.

**Redhill Stables** – The bids are currently being collated and analysed.

**Headcorn Emergency Plan** - The Clerks met with Tim Thomas to discuss this. The plan now finalised needs to be put before MBC for their approval. This has now been agreed by MBC.

**External Speedwatch provided by Kent Police** – New dates to be requested. One carried out on Thurs 4<sup>th</sup> Nov at Bowls Club. 4 drivers given advice; 7 drivers given TORS.

**Disabled Access to the Village** – Having been updated on this by KCC we will need to ask MBC if it is possible to use CIL monies to pursue this project. Further enquiries needed.

**Speedwatch** – the Chair continued to encourage Cllrs to attend a Speedwatch session. New dates are to be confirmed with the Speed Watch Co-Ordinator.

**Headcorn Aerodrome** – A meeting was held with residents of Bletchenden and the Aerodrome regarding the complaints of overflying and noise. It was agreed with all parties that a windsock would be put in situ. We are waiting to hear when this will be put in. Also meeting with Aero Legends regarding Spitfire noise, who agreed that when flying recommences in April next year, they will look at this issue.



## HEADCORN PARISH COUNCIL

The Parish Office, Headcorn Village Hall, Church Lane, Headcorn, TN27 9NR  
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**Community Protection Team Surgeries** - The Community Protection Team advised the overgrown garden in Knaves Acre will be sorted by MBC by use of Community Payback.

**Land on Kings Road** – The Community Protection Team advised they are in regular contact with the owner regarding this issue and they will continue to inspect and monitor. However The CPT has made it clear to the land owner that due to their reluctance to fence in the land anything that happens on it, either fly tipping or an accident, will be their responsibility alone. The Clerk will continue to monitor and if they observe any Health and safety violations or issues they will raise the matter again With the CPT.

**To discuss the way forward for Headcorn Neighbourhood Plan (HNP) and agree the next steps.**  
The matter will now be taken forward by the Clerk and the HNP team. The revised draft will be brought back to Council once the HNP team have met with MBC to take the plan to the next phase.

**Deposit documents for road traffic orders.**

This was received regarding a TRO to change the times for a Single Yellow Line in Kings Road to enable a change in position of a crossing guard for the school. This is ongoing.

**Christmas lighting, decoration and High Street lighting and agree next steps.**

After a presentation regarding the future replacement of Christmas Lighting in the village on the High Street was discussed. Council agreed that this would be dealt with next year after consultation with the Village to gain their views. The Christmas Lighting will remain at its current level for 2021. The issue with the current tree lighting will be revisited in the new year. The suggestion of a Christmas tree with Lighting positioned by the War Memorial was discussed and agreed pending the agreement of KCC highways and the owners of the house adjacent. No Christmas tree permitted by KCC due to H&S issues. Christmas lighting for 2022 to be raised early next year

### 7. Finance

(a) To review and agree the following: -

- i. **Schedule of online Payments for November 2021**  
Schedule of online payments (Schedule A) was reviewed, approved, and signed by the Chair.
- ii. **Income for Month ended 30<sup>th</sup> October, 2021**  
There was an income for the month of £13,128.45
- iii. **Bank Reconciliation for Month ended 30<sup>th</sup> October, 2021**  
The bank reconciliation was reviewed, approved, and signed by the Chair.
- iv. **To review Budget Analysis and agree any actions required.**  
The budget was reviewed, approved, and signed by the Chair.



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### **8. Correspondence: -**

#### Email about parking at Mill Bank.

The Clerk's Office received an email from a Parishioner about parking in the layby at the top of Mill Bank. One of the residents there asserted that this was private land and that the Parishioner couldn't park there. The Parishioner therefore asked the Clerk's Office to investigate. The layby is owned by KCC as part of the Highway. The Parishioner was informed, and this has settled the matter.

#### Email about Hawkenbury Bridge.

The Clerk's Office received an email from a Parishioner about the narrow and sometimes dangerous bridge between Hawkenbury and Staplehurst. This bridge has been included in previous Highway improvement Plans but unfortunately beyond signage there isn't much that can be done with the bridge to make it safer at this time according to KCC.

### **9. To discuss the lack of nursery provision in Headcorn as raised by several parishioners and agree actions required.**

The nursery at the school called Juniors is nearing the end of its loan period with the school buildings and the proposed new building called the Caretakers House has not been able to be refitted and restored within a time frame that would enable the nursery to move in. Therefore, the nursery has sought new premises in Boughton Monchelsea. This will mean that parents in Headcorn and some of the nearby Villages will have to travel much further which will increase the fuel cost and time outlay for families that might not be able to spare much of either. This has led to an outcry amongst the parents in Headcorn. Consequently, HPC has been asked to help with whatever can be done to alleviate this situation. Having heard from the parents it was decided that HPC would try to facilitate with KCC by trying to find either alternative arrangement for child care or a method of getting children to the new facility en masse with a bus or other mass transport. It was also agreed that HPC would co-ordinate with Ward Councillor Prendergast to find out all possible information and alternatives with KCC.

### **10. To discuss the Queens Platinum Jubilee Celebrations and agree actions required.**

It was decided that we would light the beacon on Days Green at 9.15 pm and may organise some street parties. It was also a suggestion to plant some trees in honor of the Queens Jubilee celebrations.

### **11. To discuss membership of the Council sub-Committees.**

Due to a lack of attendance today this will be added to Decembers Agenda.

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

There have been no meetings in the intervening time.

A handwritten signature in black ink, appearing to be 'J. A. J.', written over a faint circular stamp or watermark.



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**13. To receive inspection reports for Days Green and Hoggs Bridge Green**

The Days Green inspection was received, no action is required.

The Hoggs Bridge Green inspection report was received, no action is required.

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

**Village Hall AGM:** - this was attended by the Chair, who found the meeting interesting and informative.

**15. Any other business.**

There were no items of any other business raised.

There being no other matters for discussion the meeting closed at 21:35 hrs.

Signed.....

Date.....8/12/21