



## 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 9<sup>th</sup> March 2022 at 7:00pm in Long Meadow, Village Hall, Headcorn.

Those in attendance: Cllrs Oates, Gearing, Thorogood, Glanfield, Mather, Pyman, Williams and Thomas.

Clerk: Stefan Christodoulou.  
Assistant Clerk: Susie Barkess.

Five members of the public and MBC Councillor Round were present.

1.
  - a) **Apologies for absence:** Apologies were received from Cllrs Bates and Hammond
  - 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 resolve that the minutes of the Council meeting held on Wednesday 9<sup>th</sup> February 2022 be taken as read, confirmed as a correct record, and signed by the Chairman.** The minutes were agreed and signed by the Chairman.
4. **Matters arising from previous meeting:** -
  - Lenham Road Lack of Footpath from the Crest Nicholson Site** – Due to the storms a little while ago they were not able to finish this work. They will recommence on the 5<sup>th</sup> March and may finish soon after but had not in time for this meeting.
  - Off Road Parking, Kings Road** – Sign will be sited after installation of pole by Prime One Maintenance after Christmas. This is still on their work sheet.
  - Roberts Land** – Whilst Orbit has agreed in principle to a Deed of Variance it looks unlikely that we will be able to recoup these costs from S106 monies. The sum will instead be taken from HPC reserve account. The access road has been finished and we are in the process of tying up the legal side with the solicitors. We are also tying up the legal side with Dr. Roberts.
  - Headcorn Highways Improvement Plan (HIP)** – This includes 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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- 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.
- A parishioner suggested an idea of part-time 20 mph limit to be placed outside the school and this is being investigated by KCC Highways.

- **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. See above about SIDS. We have received several suggestions for the placement of SIDS from parishioners.

As council has agreed in principle with what is needed the Clerk's Office will move forward with KCC to install SID and the 20MPH limit outside the school if practicable as well as the white gateways.

**Planning and Enforcement Issues** – There will be no workshops however a new G and T policy frame work is being issued by MBC in the coming month. The Clerks Office has also been issued with a form to send to MBC for them to fill in as and when they proceed with any G and T issues.  
**External Speedwatch provided by Kent Police** – Three new dates have been provided for police speed enforcement.

**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. Waiting for a reply from KCC about projected costs which are likely to be very high for a major work of this sort. However a smaller scale project might be viable. This is being investigated and will be added to the next FC agenda once all the information is in. Still collating list of suitable locations for possible dropped kerb placement. There has been no interest from the Village and having looked about the Village no possible locations were found where one didn't currently exist. However if one does arise I will speak to KCC about its installation. This will be removed.

**Speedwatch** – the Chair continued to encourage Cllrs to attend a Speedwatch session. New dates requested. Due to sickness this has been postponed. Awaiting dates from the Speedwatch coordinator. New dates for this were 7<sup>th</sup> March and 8<sup>th</sup> March both at 4pm. Station road and Grigg Lane.

**To discuss the Headcorn Neighbourhood Plan (HNP) and agree the next steps** - Dr. Driver has been able to explain what had been drafted and its impact on the Village, also explained was the urgency of starting the final steps of this process as they are quite lengthy in and of themselves. It was agreed by the Council that the HNP had the Councils full support and that Dr. Driver and the steering committee should progress to the next stage. The details have been passed to MBC for their input.

**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



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for the school. Also received was the extension of the 30mph limit out along the Lenham road. Currently, the speed limit is set to stop at the edge of the Weavers. It was decided that the limit would not be extended at this time. The SCP has been moved in the last couple of weeks and this will be removed. The speed restriction signs will be moved soon as well.

**To discuss the Queens Platinum Jubilee Celebrations and agree actions required** - The Clerk's Office will continue to progress this as the date comes closer. The time of the lighting of the beacon has been moved to 9.45 p.m. This is on Thursday 2<sup>nd</sup> June 2022. We have arranged for George Bartle to be our Bugler in conjunction with his son (a Cornet player). They will perform the designated tune "Majesty". We have also contacted the local Church choir to perform "God save the Queen". We have also given permission for the Rev Fiona Haskett to organise a party on Parsonage Meadow for Parishioners to attend if they so wish, on Sunday 5<sup>th</sup> June, the day of the "Big Jubilee Lunch". If parishioners wish to have a street party on that day, KCC have issued us with a road closure application form for small cul-de-sacs, and small estates, which is to be completed and submitted to KCC by no later than 31<sup>st</sup> March. This information will be circulated on social media and the Village and Parish Newsletters. We will be putting up bunting and approaching local children's groups to enquire if they would like to make bunting to put up around the Village as part of the celebrations.

**To review request from MBC to deploy anti idling signs and agree actions required** - It was agreed that the Council would like to take up MBC on their offer and additionally would suggest an extra two signs at each cardinal arm of the Cross Roads. A query to this effect has been sent to Stuart Maxwell. Where the signs are positioned depend on to whom, the poles they will be affixed to, belong. As soon as KCC reply to the Clerk's request to verify the posts they can be secured to, the signs will be duly erected. Signs placed and this will be removed.

**To discuss the Parking at Kingsland Grove and whether it needs parking permits.**

After some discussion it was decided that perhaps it would be better to ask for parking dispensations rather than permits so as not to place a great burden on MBC Officers with trying to govern this idea. It was agreed that HPC would take up this issue with MBC. Clerk e-mailed representation to Jeff Kitson at MBC. The Officer concerned stated that this would not be possible, and the two options open to us were, either to stay as they are, or for the single yellow line to be removed. The Clerk is pursuing further lines of inquiry regarding this issue. The Clerks Office has yet to poll the people of Kingsland Grove about what they would prefer.

**To discuss options for funding the former Methodist Church purchase with a PWLB Loan.**

It was agreed that HPC would like to help the Heart of Headcorn Community Group with a PWLB Loan after a meeting and consultation with the Village ending in a simple vote (for and against) on whether they too were in favour of supporting this initiative. Once further details of the purchase price are received from the HOHCG a meeting with the Village can be organised to secure their approval of the loan.

**To consider proposal for the purchase of a utility truck for the Lengthsmen to help them complete more work faster:** - It had been agreed at Open Spaces that we would seek to buy a



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truck for the Lengthsmen. This would also mean passing the resolution at Full Council as well given the high cost of the purchase. Full Council agreed that this would be a worthwhile addition to the Lengthmens equipment as it would allow them to reach the further edges of the Village more often as well as generally helping with the quantity and quality of their work. Vehicle purchased, taxed and insured. This item will now be removed.

**To consider an arrangement for the land at the back of the Carpark adjacent to the Longmeadow Burial Ground:** - The company who owns the Carpark at the back of the Foremans Site would like to gift us a small portion of the land we currently rent from them in exchange for giving up the rental agreement on the whole site, thus allowing them to utilise a larger portion of the land they own which they intend to use for further retirement housing to expand the Tallow Court Complex. It was agreed that we should make further enquiries into this matter and report back to Full Council. This has been passed on to Brachers Solicitors.

### 5. Finance

#### (a) To review and agree the following: -

##### i. Schedule of online Payments for March 2022

Schedule of online payments (Schedule A) was reviewed, approved, and signed by the Chair.

##### ii. Income for Month ended 28<sup>th</sup> February 2022

There was an income for the month of £26580.76

##### iii. Bank Reconciliation for Month ended 28<sup>th</sup> February 2022

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.

#### (b) To decide if we wish to renew our membership of ACRE (Action for Communities in Rural England) and AEF (Aviation Environment Federation).

It was decided that the membership of these organisations should continue.

### 6. Correspondence: -

**Email from the Heart of Kent** – The Heart of Kent charity emailed us to thank us for our kind donation to them last month.

### 7. To consider proposal for us to attend the Battle of Britain show and a stall at the May Fair.

It was decided that we should have a stall at the May Fair with some games with prizes. The clerks Office will move this forward. It was also decided that we should have a presence at the Battle of Britain show in an official Parish Council capacity. Both of these should be seen as an opportunity to increase the standing and visibility of HPC in the Village and surrounding area. Councillors were invited to let the Clerk know about any further ideas for these events or any future similar events.



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**8. To discuss the annual parish meeting and what we are going to do.**

After suggesting some possible ways to reorganize this event it was decided that we should keep it the same so as to avoid confusion after Covid restrictions meant that we did not have a public meeting for the last two years. The Clerks Office will organise the specifics.

**9. To consider if the Council is happy to hear from Tim Thomas about the Methodist Church and the amount of money needed as well as agree on the date of the public consultation.**

The Council asked for Tim Thomas to give an update on the Methodist Church and about their proposal for the amount of capital that is needed to both secure the building and effect the repairs as needed after its purchase. To this end the final figure proposed by the Heart of Headcorn charity is £250,000. The Council agreed that the Clerks Office should take this figure forward with the PWLB in requesting a loan. There will be an update at the next Council meeting.

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

**Planning Committee – 21st February 2022**

There were no amendments or comments.

**11. 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.

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

Cllr Pyman attended the monthly meeting of KALC there was nothing to report that was of significance to HPC.

**13. Any other business.**

It was agreed that the two new members of the Council would attend the next Open Spaces and Planning meetings if they were able to, to give them a better picture of what these meetings entail. They will then let us know which of the meeting they would like to join if not both.

There being no other matters for discussion the meeting closed at 21:40 hrs.

Signed.....

Date.....

