



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 13th April 2022 at 7:00pm in Long Meadow, Village Hall, Headcorn.

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

Clerk: Stefan Christodoulou.

Five members of the public were present.

1.
 - a) **Apologies for absence:** Apologies were received from Cllrs Williams and Hammond; Cllr Bates was 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 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 9th 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. **To confirm the appointment of Cllr Oates to the Open Spaces committee and Cllr Gearing to the Planning Committee.** It was agreed that these Appointments should be approved.
5. **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 as soon as the road closures are confirmed by KCC.
 - 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 with the help of Brachers. All in the hands of the solicitors



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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: -

- Siting SID's at the strategic entrance points to the village. We are in contact with KCC about these measures. Toby Butler at KCC Highways has completed their review and advised viable locations for locations of SIDS. This was discussed and it was agreed that the options they provided would be most useful with a single SID placement and associated locations. Next stage would be KCC inspection of all agreed sites to ensure utilities/services not compromised. After this HPC will need to undertake a formal consultation with residents.
- 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. Add to HIP. It was also suggested that now the speed limit on the Maidstone Road has been reduced to 30MPH from Stonestile Road it might be a good idea to move the proposed placement of gate and "Headcorn" sign to the Stone Stile Crossroads.
- 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. KCC are still enquiring about this.

- **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.

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.

External Speedwatch provided by Kent Police – Two new dates have been provided for police speed enforcement.

Speedwatch – the Chair continued to encourage Cllrs to attend a Speedwatch session. New dates requested.

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. A meeting with MBC is planned for the 25th April at 10am.

Deposit documents for road traffic orders - The speed restriction signs will be moved soon as well. Also to add speed markings on road once road works completed.



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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 2nd 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 5th 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 31st 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. Mobile food vendors are being contacted.

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 Clerk's Office has yet to poll the people of Kingsland Grove about what they would prefer. There are 7 houses in the cul-de-sac and a letter delivered to all. Six replies received so far saying they do not have any issues and wish to retain the yellow lines. One resident asked if MBC could be lenient with visitor parking.

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. MBC have agreed for the Methodist Church to be a community asset. Further to KALC guidelines a further legal vote must be included in these minutes. To be done at this meeting. (specific wording to be read out and minuted) (see item 9 on these minutes)



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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. The car park owners Solicitors have made contact with Brachers and they are liaising with regard to the legal aspects of the transfer of the land to HPC.

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 clerk's 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. Decided on 2 treasure hunts and a count the sweets game for May fair. Trying to get weekend tickets for BOB.

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 Clerk's Office will organise the specifics.

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 Clerk's Office should take this figure forward with the PWLB in requesting a loan. There will be an update at the next Council meeting. Specific sentences need to be read and minuted as a legal necessity then we can send off the request to PWLB and secretary of development and levelling up.

It was RESOLVED to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £250,000 over the borrowing term of 10 years for the Heart of Headcorn Charity to purchase the Methodist Church. The annual loan repayments will come to around £13,744. It is not intended to increase the council tax precept for the purpose of the loan repayments.



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6. 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 28th February 2022**

There was an income for the month of £26580.76

iii. **Bank Reconciliation for Month ended 28th 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 consider a donation to "Victim Support" based in Kent.** It was agreed that this charity was not sufficiently "local" to warrant a donation at this time.

(c) **To agree renewing our subscription to KALC.** This was given the go ahead to renew the subscription.

7. Correspondence: -

8. **To head an update from Sue King about the Meadows Enquiry from the perspective of MBC.** Unfortunately Sue King was unable to attend and therefore if possible this will be reorganised for a later date.

9. **To consider proposal for us to attend the Battle of Britain show and a stall at the May Fair.** This was discussed in the update of the minutes from the last meeting and the previous ideas were all agreed.

10. **To discuss Christmas Lighting options along with integrated High street Lighting.** It was agreed that we should not be investing heavily in expensive Christmas lighting schemes at this time due to the uncertainty of finances this year. It was instead agreed that we would look at some smaller scale tree based lighting schemes that can provide more impact for less price. This will be revisited next month for a review and final decision.

11. **To discuss changing Full Council Meetings to the Second Monday of the month, Open Spaces to the Third Monday of the month and Planning to the Forth Monday of the Month (or similar) in preparation for the May Meeting review.** It was found that the Full Council Meeting cannot be changed as there is no venue available to change it too! The Cllrs for Planning were happy for it to stay as it is however there was one request from Cllr Glanfield to change Open Spaces. This will be discussed at the next Open Spaces Meeting.



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12. To consider if the Clerk should continue as a member of the Days Green Committee. It was agreed to swap the Clerk for Cllr Glanfield if that was allowed.

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

Open Spaces Committee – 14th March 2022

There were no amendments or comments.

Planning Committee – 21st March 2022

There were no amendments or comments.

14. 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, the broken chain Fence at Hoggs green cannot be fixed by the Lengthsmen the Clerks Office will try to find a solution for the next Open Spaces meeting.

15. 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.

16. Any other business.

It was agreed that we would re enquire about the status of "the old school house" with regard to a nursery.

It was agreed that the Clerks Office would ask about a center line in Forge Lane.

The Clerks Office in conjunction with the Chair will write a letter to the Police commissioner about the proposal to cease using PCSO's.

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

Signed.....

Date.....11/5/22