



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 11th May 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. Election of Chairman and signing of Acceptance of Office.

The Council were asked for nominations for Chair. Cllr Thomas was proposed by Cllr Pyman and seconded by Cllr Mather. There were no other nominations and Cllr Thomas was duly elected and signed the Acceptance of Office book.

2. Election of Vice-Chairman.

The Council were asked for nominations for Vice-Chair. Cllr Thorogood was proposed by Cllr Thomas and seconded by Cllr Davies. There were no other nominations and Cllr Thorogood was duly elected.

3.

- 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.

4.

a) Appointments to planning, Open Spaces and Staffing Committee

It was agreed that all presently appointed committee members would stay in post.

b) Appointments to other external bodies. KALC and HACC.

It was agreed that all presently appointed committee members would stay in post. Cllrs Glanfield and Gearing would also serve as auxiliaries to Cllr Thorogood on HACC.

- 5. To resolve that the minutes of the Council meeting held on Wednesday 13th April 2022 be taken as read, confirmed as a correct record, and signed by the Chairman. The minutes were agreed and signed by the Chairman.**



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6. Matters arising from previous meeting: -

Lenham Road Lack of Footpath from the Crest Nicholson Site – Road closures confirmed for 25th to 29th July and work will recommence.

Roberts Land – Orbit has agreed in principle to a Deed of Variance. 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.

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. 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. Email sent to Jennie Watson to arrange a meeting this will happen later in the month with whoever is in post at that time. Sort out the HIP and add all above issues and set them in motion where possible.

External Speedwatch provided by Kent Police – Two new dates have been provided for police speed enforcement. Asked for more dates. Currently the last one is in mid-June. I have arranged another 4 months to be reviewed after that by council.

Speedwatch – the Chair continued to encourage Cllrs to attend a Speedwatch session. New dates requested. Asked for more dates. Speed watch members will be invited to next month's meeting.



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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. The meeting was very productive and it was agreed that we will ask for their input as to anything else we can do that will help with the decision making process. Environmental assessments etc.

Deposit documents for road traffic orders - To add speed markings on road once road works completed. Will enquire about this with Jennie Watson.

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". 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 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) to take place on 18th May on whether they too were in favour of supporting this initiative. 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. 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. Once the Public consultation has been done we will progress with the acquisition of the Loan from PWLB.

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.

Traders Car Park beside Longmeadow. - 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 housing It was agreed that we should make further enquiries into this matter and report back to Full Council.



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This has been passed to Brachers Solicitors. The Starnes Solicitors have made contact with Brachers and they are liaising with on the legal aspects of the transfer of the land to HPC.
To consider proposal for us to attend the Battle of Britain show - Tickets confirmed to be delivered via Cllr Round.

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. The Council looked at various ideas for lighting to hang in the trees which usually hold the Christmas lighting.

Update from Sue King about the Meadows Enquiry from the perspective of MBC – We were informed that in all likelihood the enquiry would end in October with a final judgement. What comes of this will be discussed at the time. It was also bought up that so far the enquiry has cost us in the region of £23,722 and the eventual enquiry will cost a further £10,000. It was agreed that we should continue to finance this until October when we are assure this will be finished and after which no further payment will be necessary.

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 where 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. Yet to be discussed.

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. Confirmed with the Days Green Trustees.

7. Finance

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

i. **Schedule of online Payments for May 2022**

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

ii. **Income for Month ended 30th April 2022**

There was an income for the month of £26580.76

iii. **Bank Reconciliation for Month ended 30th April 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.



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8. Correspondence: -

A letter has been received from the Queens Press secretary.

The Chair read the letter from the queen thanking us for our best wishes on her Platinum Jubilee.

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

Planning Committee – 25th April 2022

There were no amendments or comments.

10. 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 Clerk's Office will try to find a solution for the next Open Spaces meeting. Lengthsmen looking into it.

11. 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.

12. 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 Clerk's Office would ask about a center line in Forge Lane. The Clerk's 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.....

