



## 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> August 2022 at 7:00pm in Long Meadow, Village Hall, Headcorn.

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

Clerk: Stefan Christodoulou.  
Assistant Clerk: Susie Barkess.

Five members of the public were present.

1. (a) Co-option of new Councillor.  
Mr. Newman gave a short account of his experience and what he will bring to the Council if he were to be elected. The Council took a vote by ballot and with 7 votes in favour, Mr. Newman was co-opted onto the Council.
- (b) Signing of the Acceptance of Office.  
Mr. Newman signed the acceptance of office in the presence of the Clerk.
1.
  - a) Apologies for absence: Apologies were received from Cllrs Bates and Oates.
  - 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 13<sup>th</sup> July 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** – Road closures confirmed for 25<sup>th</sup> to 29<sup>th</sup> July and work will recommence. Should be completed this month! After the work has been checked by the Clerk this will be removed.  
**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



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up the legal side with Dr. Roberts with the help of Brachers. All in the hands of the solicitors. Clerk is pressing for an update. All in hand.

**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. Due to a department change we were asked to give the new team a chance to "bed in" before following this up. This period is almost over and the Clerk's Office will be asking for an opportunity to meet with them ASAP. The finalization of the HIP to be handed back to KCC for implementing.

**External Speedwatch provided by Kent Police** – Four new dates have been provided for police speed enforcement. To arrange to be reviewed after that by council. Nothing further to do until the four dates booked have been completed. Slight change of dates. The first date will become the last date.

**Speedwatch** – the Chair continued to encourage Cllrs to attend a Speedwatch session. Asked for more dates. Speed watch members will be invited to next month's meeting. Hearing form the last Speedwatch member at this meeting. Still looking for volunteers.



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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. We are awaiting an update from Tom Gilbert who has been ill. Clerk will contact again later to check progress. The HNP has been passed back by MBC a meeting will need to be had at our end to go through their suggestions. In the meantime Dr Driver is helping the Clerk's Office with the Maidstone Local Plan as this ties into our HNP. Clerk to follow up with Dr Driver and KCC Highways.

**To discuss options for funding the former Methodist Church purchase with a PWLB Loan** - MBC have agreed for the Methodist Church to be classed as a community asset. It was agreed that HPC would like to help the Heart of Headcorn Community Group with a PWLB Loan to be given as a grant to HoHCG to purchase the former Methodist Church. 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. To abide by KALC guidelines a specific legally worded statement after a formal vote by Full Council must be included in these minutes to approve the application to the PWLB for a loan: -

*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.*

The PWLB loan would be paid out of already existing HPC funds and therefore would not need a raise in Precept. This has reduced the complexity of the request from a formal lengthy consultation with the Village to a single meeting and a simple vote (for and against) by attending Parishioners. It was agreed that this meeting and consultation with the Village take place on 18<sup>th</sup> May as to whether the Parishioners of Headcorn were in favour of supporting this initiative. The meeting and vote took place on the 18<sup>th</sup> May and with a large turn out that resulted in 146 votes in favour and 3 against the Village formally announced their approval of this project and its funding. It now remains to prepare the formal paperwork and apply for the loan with PWLB via KALC. The PWLB request has been sent to KALC and sent from them to PWLB for consideration. PWLB will come back to us "soon" with the result of their deliberations.

**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



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agreed that we should make further enquiries into this matter and report back to Full Council. 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. Progressing with Solicitors. The Solicitors and Starnes have completed the first stages and it remains to progress this with the Brachers from our end. On agenda.

**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. Check on prices for Council. Waiting for a quote from Prime one.

**Meadows Enquiry** – The enquiry will end in October with a final judgement. This will be discussed afterwards. The enquiry has cost us in the region of £23,722 and the eventual enquiry will cost a further £10,000. Waiting for October.

**Email from Mr. Yorke who is the lead rural youth worker for the Maidstone area would like to know if we would be interested in being part of a new youth initiative in our area.**

An email was received from Mr. Yorke regarding an increase in Youth activities and services in the rural areas. He has requested a meeting with us to discuss the possibilities available and what funds and materials are needed. It was agreed that Cllr Gearing will meet with him virtually with the help of the Clerk. Due to the Clerk being on holiday this meeting was missed a further one will be set up. It was agreed that we should ask Mr. Yorke if he would be able to come to us for a meeting.

**To consider revitalising the Speedwatch and recruiting new members to keep it operating.**

**Tony Evans, who is the only member now, will attend** – After talking with Mr Evens who told us that he is the last remaining member of the Speedwatch and agreed with the Council that the Speedwatch is a vital part of road safety within the Village it was agreed that we would launch an advertising campaign to try to attract new members to join. No new members yet.

**To consider a plan to meet with the other nearby Parishes to foster better bonds and communication with them for our mutual benefit** – It was agreed that we should contact the three nearest villages to us and organise a small informal meeting so that we can get to know each other and talk about the problems that might be facing us all. Waiting for replies.

**To discuss the Headcorn Christmas Fair** – It was explained that as the Christmas Fair has somewhat dropped off the radar for a lot of the Village Some Volunteers with the help of some of the Councillors and the Clerk's Office would try to organise a smaller scale event for the Village to enjoy. If it is successful then maybe it should be continued going forwards. Working on it.



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### 5. Finance

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

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

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

##### ii. Income for Month ended 31<sup>st</sup> July 2022

There was an income for the month of £4964.59

##### iii. Bank Reconciliation for Month ended 31<sup>st</sup> July 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.

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

#### Open Spaces Committee – 20<sup>th</sup> July 2022

There were no amendments or comments.

#### Planning Committee – 25<sup>th</sup> July 2022.

There were no amendments or comments.

### 7. Correspondence: -

**Road name** - We recently had an enquiry from street naming and numbering about choosing a new name for a small close off Four Oaks Road. The Council agreed on a variation of the previous owners name "Hawkes" this will be relayed to the Officer in charge of this issue.

### 8. To discuss and agree Contract, Transfer and Deed of Surrender regarding the land at the back of the traders car park. – It was agreed that the term of the agreement to transfer the rights to the lease for the ownership of the car park area were satisfactory. This will be bought back to Brachers for us to sign the contract and move forward with this project.

### 9. To discuss the Christmas lights costs from quote from Prime one etc. – It was agreed that we would wait for the quote from Prime one as well as pursuing other options to try to give us the best value for money lighting solution.

### 10. To discuss attendance of climate meeting from Sutton Valence Parish Council. – It was agreed that we should attend as it might be the start of a more far reaching improvements that can be made in our Parishes to help combat Climate Change. Cllr Thomas and the Clerk to attend.

### 11. To discuss the remembrance day parade and the need for marshalls. Also the need for a better sound system. – It was suggested that we might ask the Airfield if they have a suitable sound system that might be mobile enough to "transplant" to the High Street for remembrance





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Sunday. It was also mentioned that Cllrs Glanfield and Cllr Bates might have access to speakers and a PA system that might allow a broadcast to the Remembrance Day participants.

**12. 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.

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

None

**14. Any other business.**

Cllr Pyman brought up the problems experienced by the petrol station with continuing fuel thefts and thefts by children of eggs that are later used for Anti-social Behaviour.

A Parishioner at the meeting put his name down to become a Speedwatch volunteer. He also expressed an interest in becoming a Councillor as did another Parishioner.

There being no other matters for discussion the meeting closed at 8:49pm.

Signed.....  


Date.....  
14/9/22