



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 9th November 2022 at 7:00pm in Long Meadow, Village Hall, Headcorn.

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

Clerk: Stefan Christodoulou.

Assistant Clerks: Susie Barkess.

Six members of the public were present.

1.
 - a) **Co-option of new Councillors:** Laura Sexton stood up and gave her history. Councillors voted in favour (five votes).
 - b) **Signing of the Acceptance of Office:** Completed.
2.
 - a) **Apologies for absence:** Apologies were received from Cllrs Thomas, Bates, Hammond, Newman and Coppen.
 - 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.
3. **To resolve that the minutes of the Council meeting held on Wednesday 12th October 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. **Public session** (minute book closed.)
5. **Matters arising from previous meeting:** -
 - Roberts Land** – Orbit has agreed in principle to a Deed of Variance. We are also tying up the legal side with Dr. Roberts with the help of Brachers. Clerk to chase for update on a weekly basis.
 - Headcorn Highways Improvement Plan (HIP)** – Various schemes are being discussed. Sent off to KCC. Additionally copies will be sent to Kent Council Councillors Prendergast and Parfit-Reid.
 - External Speedwatch provided by Kent Police** – Four new dates were provided. Three remaining. No further action required at this time.



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To discuss the Headcorn Neighbourhood Plan (HNP) and agree the next steps – A further meeting has been held with Dr. Driver to go over the comments from MBC. These have all been answered and where possible an attempt has been made to meet MBC half way.

Methodist Church – All monies etc have been allocated to this project from PWLB and HPC. Contracts exchanged. Final exchange to take place later in November. To be removed once completion has taken place.

Traders Car Park beside Longmeadow. – This was discussed at the planning meeting on 24th October. To be removed as its now being decided by MBC Planning.

To discuss Christmas Lighting options – we will be proceeding with Andy, lights around the trees will be taken down end of November. Andy should be starting on this soon. Clerk will keep abreast of this as a priority.

Meadows Enquiry – Enquiry commenced on Monday 17th October. Clerks attended on Monday and Wednesday. Judith Norris is acting as our Solicitor. Cllr Round attended from MBC. Awaiting final visit on 23rd November and subsequent report from inspector.

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. Meeting to be arranged with Cllr Gearing and the Clerk. Due to sickness the meeting had to be postponed and will be rearranged asap.

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 Evans 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. One volunteer so far. Cllrs Thomas and Newman and Jo Mitchell will undertake the training. This will be progressed once everyone is available to get together for training.

Meeting with other nearby Parishes to foster better bonds and communication with them for our mutual benefit – meeting went ahead on Friday 30th September and was successful.

Cllrs Trzebinski and Round from MBC were in attendance as well as Helen Whately MP. The two main points to come out of the meeting was the bus routes / timetable (being taken forward by Boughton Malherbe and Chart Sutton) and the Parishes feedback on KALC, being more Maidstone / North Weald focussed. Cllr Pyman stated Headcorn PC are listened to in the meetings he has attended. Update received from Cllr Galton of Boughton Malherbe on rural bus services, not at all positive. A further meeting to be convened in the New Year.

To discuss the Headcorn Christmas Fair – The Christmas Fair has somewhat dropped off for a lot of the Village. Volunteers with the help of some Councillors and Clerk's will try to organise a smaller scale event for the Village to enjoy. Given the torrential rain we have had it is no longer possible to use Parsonage Meadow in the way in which we had hoped. We will try to organise something smaller so that HPC are at least represented.



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To discuss the remembrance day parade and the need for marshalls. Also the need for a better sound system. – We now have a PA system. Tim Thomas will be leading the parade. Everything is now in place for Remembrance Day. This will now be removed.

To discuss the need for a new Tree Warden – Sally Musker cannot do it at the moment. Cllr Glanfield has volunteered. This will be removed whilst the Clerk's Office organises training etc.

6. Finance

(a) To review and agree the following: -

i. Schedule of online Payments for November 2022

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

ii. Income for Month ended 31st October 2022

There was an income for the month of £10808.96.

iii. Bank Reconciliation for Month ended 31st October 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.

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

Planning Committee – 3rd and 24th October 2022.

8. Correspondence: -

Thank you letter from King Charles III. We received a thank you letter from the new king for our letter of condolences for the loss of the late Queen. This was read by the Vice Chair.

9. Policies and Procedures – to review and adopt the following Headcorn Parish Council policies, statements, or procedures: -

- Equal Opportunities Policy.
- Complaints Policy.
- Capability Policy.
- Grievance Procedure
- Capability/Disciplinary Appeals Procedure.
- Health and Safety Policy.
- Respect Bullying & Intimidation.
- Open Spaces risk assessment.

Councillors reviewed and agreed to adopt the above policies and statements.



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- 10. To discuss the purchase of extra bins and benches for Days Green to increase the safety and the amenity of the green in the vicinity of the new planters to encourage more people to use the Green. Primarily on the Kings Road side.** It was agreed that with the installation of the new planters along Kings road that it would be nice to provide more benches to allow people to relax near the new flowers and that said people will probably need an increased bin provision. All this to be recouped from S106 funds where possible.
- 11. 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.
- 12. To receive reports from any External Meetings attended by Councillors and agree any action required: -**
The report from the recent HACC meeting attended by Cllr Thorogood was passed around and a brief recap was supplied by same. The situation for the complainants has been greatly facilitated by a visit from Cllr Bristow from Smarden Parish Council to the complainants houses to witness the situation for himself. As he is also a past member of the RAF his account of planes over flying Bletchenden has been given straight to the flight team at the airfield for immediate action.
- The other meeting attended was with Dr Driver with regard to reviewing the comments from MBC about the HNP. Each of the suggestions from MBC were fully covered and replied to with alternate suggestions in an effort to bring our HNP into line with MBC whilst still being near to our eventual aims.
- 13. Any other business.**

There being no other matters for discussion the meeting closed at 8:32pm.

Signed.....

Date.....14/12/22.....