



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

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

Clerk: Stefan Christodoulou.  
Assistant Clerks: Susie Barkess.

Three members of the public were present as well as MBC Cllrs Round and Trzebinski and KCC Cllr Prendergast.

1.
  - a) **Apologies for absence**: Apologies were received from Cllrs Sexton, Bates, Hammond, Newman.
  - 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. **To resolve that the minutes of the Council meeting held on Wednesday 9<sup>th</sup> November 2022 be taken as read, confirmed as a correct record, and signed by the Chairman.** The minutes were agreed and signed by the Chairman.
3. **Public session** (minute book closed.)
4. **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. Included in correspondence.
  - 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. Clerk to set up a meeting with KCC.
  - External Speedwatch provided by Kent Police** – Four new dates were provided. One remaining. No further action required at this time.
  - 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. The HNP has



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been resent to MBC for verification and to assess if any further environmental or similar surveys etc. are needed.

**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. The Hall has changed hands and this will be removed.

**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. Xmas lights up and working, look fabulous, big positive response from village, to be removed.

**Meadows Enquiry** – Enquiry commenced on Monday 17<sup>th</sup> October. Clerks attended on Monday and Wednesday. Judith Norris is acting as our Solicitor. Cllr Round attended from MBC. Final visit held on 23<sup>rd</sup> November and awaiting subsequent report from inspector. Closing arguments sent to Inspector this will be removed pending the outcome.

**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 -**

A meeting was held between the Clerk and the Youth Team, With a view to the use of Village Greens in spring and summer. Mr. Yorke is also in dialogue with the Heart of Headcorn Charity for use of the Methodist Hall in autumn and winter. This will continue going forward as and when new information on available facilities arises.

**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. This will be removed until the weather improves.

**Meeting with other nearby Parishes to foster better bonds and communication with them for our mutual benefit** – meeting went ahead on Friday 30<sup>th</sup> 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. Boughton Malherbe has organised an independent bus route for their Village to take their residents into Maidstone. We will see how this proceeds with interest.



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**To discuss the Headcorn Christmas Fair** – The Christmas Fair has somewhat dropped off for a lot of the Village. The Clerks organised a Santa's grotto which was very well received and the salvation army band which was likewise well received. This will be removed.

**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. Amenities to be ordered when finances allow and confirmation from the Days Green Committee received.

### 5. Finance

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

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

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

**ii. Income for Month ended 30<sup>th</sup> November 2022**

There was an income for the month of £826.24.

**iii. Bank Reconciliation for Month ended 30<sup>th</sup> November 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 consider a donation to Headcorn Children's Football Club.

It was decided that the Clerks Office should contact the HCFC and enquire about targeted spending via donation on, for instance, new kit etc. that would carry our logo.

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

- i. Personal Harassment Policy and Procedure.
- ii. Sickness Absence Policy.
- iii. Communications and Media Policy.
- iv. Suggested Principals for use of Social Media.
- v. Public Participation and Questions Policy.

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

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

**Open Spaces – 23<sup>rd</sup> November 2022**

**Planning Committee – 28<sup>th</sup> November 2022**



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### 9. Correspondence: -

**Report from Police Speed Watch** – 11 Tickets Issued for a variety of speeds between 41 MPH and 51MPH.

**Email from Brachers about Roberts land etc.** – Brachers contacted us to check on the Deed of Easement across Orbits land, about the covenants that will be linked to our use of the land and any uses we put it to as well as any covenants the Roberts wish to impose upon the land. A meeting to be organised with Brachers to discuss the covenants when they are settled and to be mediated thereafter.

### 10. 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.

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

The draft minutes of the 28<sup>th</sup> November KALC meeting were presented to the Council, there were no comments.

### 12. Any other business.

There being no other matters for discussion the meeting closed at 8:59pm.

Signed

Date

11/1/23.