



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 8thth February 2023 at 7:00pm in Long Meadow, Village Hall, Headcorn.

Those in attendance: -

Councillors: Thomas, Thorogood, Mather, Glanfield, Sexton, Coppen, Gearing and Bates.
Clerk: Stefan Christodoulou.
Assistant Clerks: Susie Barkess and Jo Mitchell.
Public: Four.

1.

- a) **Apologies for absence:** Apologies were received from Cllrs. Pyman, Hammond and 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. Public session (minute book closed.)

- 3. To resolve that the minutes of the Council meeting held on Wednesday 11th January 2023 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: -

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. The deed of easement and covenants are progressing slowly through the system. Everyone seems broadly happy with them at this stage. Further updates as they become available.

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, Chair and Vicechair had meeting with KCC on 25th January. This concluded with the KCC representative agreeing to forward our requests to the relevant KCC Officer for evaluation.

External Speedwatch provided by Kent Police – Four new dates were provided. One remaining. No further action required at this time. All this years requested dates completed. It was decided to continue with this for the new year. Dates booked for March through to June.



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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. The HNP has been resent to MBC for verification and to assess if any further environmental or similar surveys etc. are needed. Reply sent to MBC They will go ahead with further surveys and assessments another meeting with MBC is booked for Tuesday the 14th February.

Meeting with other nearby Parishes to foster better bonds and communication with them for our mutual benefit – Meeting went ahead successfully. MBC Cllrs Trzebinski and Round were in attendance as well as MP Helen Whately. 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's attended. Boughton Malherbe has organised an independent bus route for their Village, this new 59 bus service has been set up to fill the gap in the rural service left by Arriva withdrawing their services. Clerk's Office will organise another meeting with nearby Parishes and Helen Whately MP.

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, 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. New facilities to be ordered. Received rebate from MBC for bollards and planters (£7,711.86).

To consider a donation to Headcorn Children's Football Club - It was decided that the Clerk's Office should contact the HCFC and enquire about targeted spending via donation on, for instance, new kit etc. that would carry our logo. Waiting on a list of what they need etc. so that we can organise and pay for it. Quote from club attached in correspondence. Although it is a larger sum of money than we would usually donate it was felt that as the sum is carried over 2 years and provides materials to allow youngsters in the village to get involved in sport and its associated health benefits.

Precept and Budget requirements for 2023/24 and agree final precept to be applied for from MBC. - The Council were given a short presentation about this year's budget requirements and questions were invited after they had examined the proposed Budget. A vote of all present Councillors was taken and the Budget was passed unanimously. This will now be sent to MBC for approval. Sent to MBC for approval. Confirmation should come in late February.

May Fair and what level of involvement HPC would like including purchase of a new gazebo.

Would a stall like last year be sufficient? - The Council would very much like to be involved with this year's May Fair with an enhanced stall with banners and a new gazebo to promote the HPC and everything we do for the Village. With Clerks office to arrange.



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5. Finance

(a) To review and agree the following: -

i. **Schedule of online Payments for February 2023**

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

ii. **Income for Month ended 31st January 2023**

There was an income for the month of £10498.91.

iii. **Bank Reconciliation for Month ended 31st January 2023**

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 discuss setting up a gardening competition "Headcorn in Bloom". Parishioners send in pictures of their gardens to us and we would make a short list of 10 in two categories garden and window box. Entries in by the 1st July and judging by end of July.**

It was agreed that this was a good idea and would be a lovely bit of fun for the Village. Cllr Gearing and Sexton agreed to be judges and would be joined by Cllr Gearings Daughter, Assistant Clerk Mitchell and a member of one of the gardening clubs if they are willing. It was also agreed that a small voucher prize would be offered and a sign/award for placing.

7. **To discuss the Coronation celebrations and what we should do. Maybe a "Big day out" like the Jubilee on Days Green. During the day with music and food.**

It was agreed that the Clerks Office should investigate this fully, along with costing for a marquee. They will also organise food trucks and local musicians and bands and tie in this with the plans that the Vicar has.

8. **To discuss if the council are willing to pay for the services of Dr Driver to prepare our response to the local plan consultation as regards Villages. This should be no more than £1275 as a cap on spending for this project. This pertains to our HNP and needs a formal response from us about their proposals for their Local Plan. Up until now Dr Driver has been most kindly donating her time. As we are nearing the end of the process it is only right that we start to pay her for her increased time spent on this project. The second stage of the HNP project will commence after April.**

It was agreed that we would hire Dr Driver to help us with the response to MBC Local Plan review.

9. **To discuss the possible name for "Roberts Land". The Roberts have suggested Kings Park as it is by the Kings Oak development and I think it does tie in nicely with the coronation.**

Several names were mentioned, and it was decided that the council would take this up next meeting with their thoughts and suggestions to try to find the right name for this project. The Roberts did not want it named after themselves.



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

Open Spaces Committee – 18th January 2023 - This was accepted by the Council.
Planning Committee – 30th January 2023 - This was accepted by the Council.

11. Correspondence: -

An email was received from the Football club setting out the costs and what that would enable the club to get in terms of kit for their children's teams. This was all agreed, see matters arising.

12. 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.

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

HIP meeting with KCC.

The Clerk, Chair and Vice Chair all attended a meeting with KCC about the HIP. KCC were patient and listened to our ideas and promised to look into them all and get back to us with their findings.

Meeting with Dr Roberts.

The Clerk had a meeting with Dr Roberts and his wife where-in they talked over the covenants that are needed on the land and how to achieve them without tying the Council's hands in respect to what we wish to achieve with the land. Also touched upon where future plans and what the area might look like and plants and trees etc. to be sited there. The possibility of a group of trustees being set up was also discussed which was thought to be a good idea.

14. Any other business.

The Chair mentioned that we will be attending the Mayor's Charity Quiz on Friday and hoped that we would at least not come last. Fingers crossed.

There being no other matters for discussion the meeting closed at 8.41pm.

Signed.....

Date.....