



## 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 8<sup>th</sup> March 2023 at 7:00pm in Long Meadow, Village Hall, Headcorn.

#### Those in attendance: -

Councillors: Thomas, Mather, Glanfield, Sexton, Coppen, Gearing, Pyman and Newman.  
Clerk: Stefan Christodoulou.  
Assistant Clerks: Susie Barkess and Jo Mitchell.  
Public: Five including Cllr Trzebinski.

1.
  - a) **Apologies for absence:** Apologies were received from Cllrs. Thorogood and Bates
  - 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 8<sup>th</sup> February 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. The deed of easement and covenants are progressing slowly through the system. Further updates as they become available.

**Headcorn Highways Improvement Plan (HIP)** – Clerk, Chair and Vicechair had meeting with KCC on 25<sup>th</sup> January. This concluded with the KCC representative agreeing to forward our requests to the relevant KCC Officer for evaluation. Consultation with residents in Gibbs Hill/Sharp's Field/Downs Close etc. underway – 60 letters were delivered and we have received 37 back, all but 2 in favour.

**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. We should hear back by early April.



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**External Speedwatch provided by Kent Police** – this has been cancelled by Kent Police as part of their restructuring taking place this year. Will be removed.

**Meeting with other nearby Parishes to foster better bonds and communication with them for our mutual benefit** – 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. Further meeting about this will be held 20<sup>th</sup> March. Clerk's Office will organise another meeting with nearby Parishes and Helen Whately MP – Clerk has requested meeting with Boughton Malherbe, East Sutton and Ulcombe, Cllr Round would like to also include Staplehurst and Marden. Rebecca Driver will also attend this meeting (current suggested dates are 28<sup>th</sup>, 29<sup>th</sup> and 31<sup>st</sup> March).

**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). Waiting for the benches and bins to arrive, Clerks office has chased.

**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. Donation has now been given. This will be removed.

**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. A vote of all present Councillors was taken and the Budget was passed unanimously. This has now been approved. Will be removed.

**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. Clerk's office are in the process of designing banners etc.

**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.** - It was agreed that we would hire Dr Driver to help us with the response to MBC Local Plan review. Our response to the Consultation MBC Local Plan examination stage II was circulated to all Councillors and agreed at the meeting, this has now been sent off, we will hear more next month. In the meantime a meeting will be held with nearby Villages to formulate an approach that presents a united front to the next consultation.



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**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 1<sup>st</sup> 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 Jo 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. Posters have been put up starting to advertise this, Clerks office to distribute posters to societies and advertise in local shops.

**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 Clerk's 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. This is progressing.

**To discuss the possible name for "Roberts Land".** - Seven Councillors voted in favour of Mill Bank Meadow.

### 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 28<sup>th</sup> February 2023**  
There was an income for the month of £28,400.69
- iii. **Bank Reconciliation for Month ended 28<sup>th</sup> February 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 if the Council is happy to ratify the expenditure on new Lengthsmen's equipment, Treecycle, and extension to the hardstanding apron in Parsonage Meadow agreed by Open Spaces.** Council agreed.

7. **To discuss the increase to the newsletter budget to help with the increased server etc. costs. Increase is £30 a month bringing the monthly spend to £205 from £175.** Council agreed.

8. **To discuss if the Council would like to institute an Events Committee as part of the Open Spaces.** Council agreed.

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

**Planning Committee – 27<sup>th</sup> February 2023 - This was accepted by the Council.**



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**10. Correspondence: -**

Two letters of thanks were received from Help in Headcorn and Heart of Kent Hospice regarding the donations which were recently made.

Cllr Dan Hammond's resignation letter was also circulated.

**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: -**

None

**13. Any other business.**

The Chair reported that the team entered for the Mayor's Quiz came 14<sup>th</sup>, a good night was had by all.

There being no other matters for discussion the meeting closed at 8.37pm.

Signed..........

Date..........