



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

Those in attendance: -

Councillors:	Thomas, Mather, Glanfield, Sexton, Coppen, Pyman and Thorogood
Clerk:	Stefan Christodoulou.
Assistant Clerks:	Susie Barkess.
Public:	Four including Cllr Trzebinski.

1.

- a) **Apologies for absence:** Apologies were received from Cllrs. Bates, Gearing, 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:** Cllr Mather has accepted the position as a school governor in the Dover area.
- 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> March 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. Update received from Brachers that Kate Baigent is retiring and a new solicitor is taking over.

**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. Will be progressed to KCC. Replies to other matters received, HPC will digest the contents and reply with suggestions.

**To discuss the Headcorn Neighbourhood Plan (HNP) and agree the next steps** –The HNP has been sent to MBC for verification and to assess if any further environmental or similar surveys etc. are needed. We should hear back by early April. The Clerk's Office has asked MBC for an update.



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**Meeting with nearby Parishes to foster better bonds and communication with them for our mutual benefit** – Clerk's Office will organise another meeting with nearby Parishes and Helen Whately MP. Meeting about organised, attended and resolutions made as to group and single party comments on the G&T DPD. This will be represented in our response by Dr Driver.

**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, 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. All arrived and installed, this will now 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. Gazebo, banners and all relevant necessities purchased.

**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. This is nearly completed and will be added into the HNP in the minutes. Dr Driver also suggested that we consider responding to two further consultations that will be of value to our HNP. It was agreed that we should also ask for the Dr's help with 1) Consultation on Environmental Outcomes Reports (EORs), which are a new approach to environmental assessments and 2) Consultation on the Infrastructure Levy (CIL). This covers changes to the Levy and a move away from s106 agreements. This will then be removed.

**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



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Vicar has. This is progressing. We have secured a £1500 grant from the national lotto towards funding this event. We will also be using the grant money of £2500 from Southeast Water. The Event will take place on the 7<sup>th</sup> May on Days Green.

**Meadows Enquiry results:** - The results of the enquiry were discussed. It was felt that HPC's and Parishioners feelings about the site were taken into consideration at least in part and the decision to roll back the site to a previous layout represents a significant result for all concerned. This issue is now concluded.

### 5. Finance

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

- i. **Schedule of online Payments for April 2023**  
Schedule of online payments was reviewed, approved, and signed by the Chair.
- ii. **Income for Month ended 31<sup>st</sup> March 2023**  
There was an income for the month of £2973.92
- iii. **Bank Reconciliation for Month ended 31<sup>st</sup> March 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 donation for the Air Ambulance Charity.** It was decided that the asked for £300 would be a suitable donation.
7. **To discuss the purchase of a bench for the King's Coronation.** It was decided that the Council would like to purchase a bench for the Coronation and therefore the Clerk's Office will look into more options for this.
8. **To discuss the possibility of paying for recycling bins in the Council bin area for fortnightly collection.** It was agreed that recycling bins were not really necessary for ourselves but that the Clerk's Office would check as to whether some of our waste is recycled or not.
9. **To discuss accountancy packages for Parish councils, a Scribe subscription as opposed to a Rialtas subscription.** It was decided that the Clerk's Office should check with KALC that there are not any other options and see if any nearby Parishes use either platform but that ultimately the Clerks should make this decision as they will be the ones using it.
10. **To receive the minutes of the following committees for information and to raise any queries arising from them: -**
  - Open Spaces Committee – 1<sup>st</sup> March 2023.** This was accepted by the Council.
  - Planning Committee – 27<sup>th</sup> March 2023.** This was accepted by the Council.



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### 11. Correspondence: -

Ms. Musker - We received an email from Sally Musker about seeding wildflower areas. This would be coordinated with the Lengthsmen.

KALC – We received an email from KALC reminding us to resubscribe. It was decided that we should go ahead.

### 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: -

Report from HACC meeting – We recently attended a meeting of HACC where we again brought up the noise and over flying of Bletchenden. The airfield made more assertions that this was not flights from the airfield but that they would continue to monitor the situation. HPC said they would sent delegations to Bletchenden to carry out unannounced checks on flights etc. when the weather was more conducive.

Report from KALC meeting – The feeling was that MBC wished for KALC to just rubber stamp their G&T Policies without much push back. This is not an acceptable stance as far as more rural Parishes are concerned. Also discussed at the meeting was the restructuring of the Police in our area. This came with a list of 5 priorities that more evenly target rural as well as urban areas with new initiatives such as more Police on “the beat” and especially children’s interventions to stop progression on to more serious crime from a young age.

Report from Cluster meeting – This was started off with a Police update which was the same as in the above and a brief over view of the Community Protection Teams upcoming actions in the area.

### 14. Any other business.

None

There being no other matters for discussion the meeting closed at 8.51pm.

Signed..........

Date.....10/5/23.....