



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 12th July 2023 at 7:00pm in Long Meadow, Village Hall, Headcorn.

Those in attendance: -

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

1.
 - a) **Apologies for absence:** Apologies were received from Cllrs. Sexton 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 14th June 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 now known as Millbank Meadow – Orbit has agreed in principle to a Deed of Variance. We have received an update from Brachers that seems to indicate that the transfer is completed with the Chair needing to sign it and someone needing to witness it. I have asked Brachers to clarify the situation in as much as I'm not sure who may stand as a witness. Clerk's office to arrange a walkaround the land in early June. Weather has put paid to an early walk, this time for being too hot, will arrange a visit asap whenever people are available. Have received clarification from Brachers. Will finish with signing documents etc. Signed documents sent off for verification. If correct physical copies will be posted off too. Clerk's Office to verify what else need to be done to finalise this.

Headcorn Highways Improvement Plan (HIP) – 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. 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. We have sent off the request for yellow lines in Gibbs Hill/Sharp's Field/Downs Close and are awaiting the results. Cllr Round has also approached KCC



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with regards to bollards around the corner of the A274 outside of the church to protect further collisions with the church wall. Yellow lines in Sharps field etc. were deemed to not be a priority and probably wouldn't be carried out. The Clerk's Office will go back over the HIP and focus on the issues that they were willing to think about in an attempt to get a firm commitment from KCC to actually carry out some of the works. Clerks have gone through the refusals and will give brief during meeting. Cllr Prendergast is also taking it up with KCC Highways.

To discuss the Headcorn Neighbourhood Plan (HNP) and agree the next steps – We have now received the SEA (Strategic Environmental Assessment) and Habitat Regulations Assessment Screening Report and have had confirmation that the SEA and HRA is not required - this can now move onto the next stage. The Clerks Office has been in regular meetings with Dr Driver and Jane Armstrong about how to proceed with the Reg 14 consultation. We will give a brief overview of our progress in the meeting. REG 14 Consultation now started. Hopefully everyone has already done it!

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. Now the Coronation etc is done the Clerk will organise another meeting. This seems to have been taken on independently by MP H. Whately's Office. We will ask for a Headcorn focused meeting.

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 7th 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 the Gardening Society if they are willing. It was also agreed that a small voucher prize would be offered. Posters have been put up starting to advertise this, Clerks office to distribute posters to societies and advertise in local shops. Need to organise viewing of gardens short list and winner.

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. Clerk's Office hasn't found anything nicer than the first one we offered up.

Review the comments from Dr Rebecca Driver on the MBC Design and Sustainability Plan Regulation 18, due on the 12th June, pending being granted an extension to the consultation period. An extension was not granted in time so the consultation had to be sent without review by the Council. However the Council were encouraged to review them and they would be sent round by the Clerk's Office. Sent round, no comments from council. To be removed.

To discuss quotations for the PROW works between Grigg Lane and Lenham Road. There was some confusion in the quotes about the difference between Tarmac and Asphalt and a request that the Clerk's Office enquire about colouring the surfacing. Once the questions have been answered this will come back to Council for a decision. On agenda now extra questions have been answered. Item 8.



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Letter to Sainsbury's - The Clerks Office recently sent a letter to Sainsbury's about the amount of shoplifting and how their lack of security enables a lot of antisocial behaviour in the Village. Reply received, very underwhelming. Clerk's Office is speaking to the KM and Cllr Round about this.

5. Finance

(a) To review and agree the following: -

- i. **Schedule of online Payments for July 2023**
Schedule of online payments was reviewed, approved, and signed by the Chair.
- ii. **Income for Month ended 30th June 2023**
There was an income for the month of £13850.17
- iii. **Bank Reconciliation for Month ended 30th June 2023**
The bank reconciliation was reviewed, approved, and signed by the Chair.
- iv. **To review Budget Analysis for the year 2023/24**
The budget was reviewed, approved, and signed by the Chair.

6. **To decide if a meeting of the members of the full Council was needed to discuss the land between A274 and Ulcombe Road, following the meeting with DHA and Appin Land.** It was agreed that another meeting was not needed at this time and that all suggestions both for and against such a development should be forwarded to the Clerk along with possible problems and any wish listed benefits. This would be discussed further at the next planning meeting.
7. **To discuss the cost of new play equipment on Days Green.** The Council agreed with all the proposed play items but did want extra investigation of the trampoline with regard to safety and durability. Clerk's Office to find out this information from nearby local authorities who might have one of these play items.
8. **To discuss cost for the PROW works between Grigg Lane and Lenham Road.** The materials used are essentially the same. Colouration of the tarmac/asphalt is unrealistically expensive therefore the quotes were taken as is. The work was awarded to the less expensive contractor.
9. **To receive the minutes of the following committees for information and to raise any queries arising from them: -**
Planning Committee – 20th June 2023. This was accepted by the Council.
Open Spaces – 5th July 2023. This was accepted by the Council.



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10. Correspondence: -

PTFA – We have received a reply from the PTFA replying to each of our points in our initial letter about the way the May Fair is organised and improvements / extra actions we would like to have considered and we will organise a meeting to go over these and agree on a plan of action and terms going forward to next year's May Fair.

Sainsbury's – We received a reply from Sainsburys in relation to our letter wherein we complained about the stealing from their shop and how this contributed to ASB and vandalism in the Village, we also received a reply to Cllr Rounds letter about the same, to Sainsburys as well. Both letters were identical and obviously copy pasted proforma replies. This indicated that no attention nor consideration of our requests has been given. We will write a follow up letter to include our concern that they have not listened, as well as to reiterate our initial points.

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: -

Report from KALC meeting – Nigel relayed that we should be sure to reschedule our missed Cluster meetings with Martyn Jaynes. The Clerks Office has already pursued this and they will be issued with new dates as soon as they have been organised.

Report from Lenham meeting – Several issues were discussed, mainly Operation Brock and its effects on nearby villages, resurfacing on the M20, Leeds bypass, school transport, state of litter / fly tipping, state of roads and housing needs etc. for Kent.

13. Any other business.

None

There being no other matters for discussion the meeting closed at 9.16pm.

Signed.....

Date.....