



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 13th September 2023 at 7:00pm in Long Meadow, Village Hall, Headcorn.

Those in attendance: -

Councillors:	Thomas, Mather, Newman, Sexton, Pyman, Gearing, and Baars,
Clerk:	Stefan Christodoulou.
Assistant Clerks:	Susie Barkess and Jo Mitchell.
Public:	Nine.

1.

- a) **Apologies for absence:** Apologies were received from Cllrs. Bates, Glanfield, Coppen and Thorogood.
- 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 9th August 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. Walk around the land to be carried out late August or early September. Have received clarification from Brachers. Documents signed and sent to solicitor.

Headcorn Highways Improvement Plan (HIP) – Clerk, Chair and Vicechair had meeting with KCC on 25th January. KCC representative agreed 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. 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 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 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 some carried out. Sort out meeting on with KCC Highways planners etc. They will give us a template to do another consultation of residents for SYL in sharps field etc. Clerk's Office to carry out as soon as the format of the letter is agreed with KCC.



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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. Consultation ends on 14th August. The post consultation meeting on the 8th sept was attended by the Clerk, Chair, Jane's Newsletter and Dr Driver. The clerk gave a verbal update of HNP to council. This presented the overwhelmingly positive reactions from the Parishioners who replied which was about 95%. As well as all comments left with the survey. The comments and stats will be sent round to the Council in the next few days.

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. We will be progressing this as soon as we are able.

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. Confirm this and get it bought and installed. Bench delivered now and waiting to be installed on Parsonage Meadow.

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. Council still unsure about trampoline. Push back to Open Spaces. Decided will go ahead without trampoline.

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. Letter to be checked, signed and sent. No reply as yet.

Quote from H Surfacing for filling in potholes on Church Lane. – The quote arrived and it was agreed that we will approach other companies for alternative quotes but if none of them are cheaper that we should just go ahead with this quote. This could be done in conjunction with Dawks Meadow to reduce costs.

5. Finance

(a) To review and agree the following: -

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

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

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

There was an income for the month of £13850.17



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- iii. **Bank Reconciliation for Month ended 31st August 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 discuss quotation from H Surfacing for the resurfacing of Dawk's Meadow.** It was agreed that we would check with a couple of other companies first before a final decision is made.

7. **To discuss if a memorial item should be included at Millbank Meadow to commemorate this kind gift by Dr Roberts.** The Clerks Office are checking that they would actually wish for this and if so it was decided that we should put in place some sort of memorial item.

8. **To receive the minutes of the following committees for information and to raise any queries arising from them: -**
Planning Committee – 22nd August 2023. This was accepted by the Council.
Open Spaces Committee – 6th September 2023. This was accepted by the Council.

9. **Correspondence: -** No correspondence has been received.

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: -**
Highways Improvement Plan Meeting. Discussed in the matters arising.
Headcorn Neighbourhood Plan. Discussed in the matters arising.

12. **Any other business.**
Cllr Pyman explained about continued theft from the Petrol station and a "happy accident" of one of the offenders being caught by Police, he also explained that he would not be able to take the Planning Meeting next week.
Cllr Baars brought up the matter of the broken water main cover in the road and the hole it is creating. The previous day KCC had actually been to look at the hole. Hopefully this will expedite fixing this problem once and for all.
Chairman Thomas reminded everyone that the Heart of Headcorn Community Centre will be officially opening on Friday, and that it would be good if we can all make it.

There being no other matters for discussion the meeting closed at 9.00pm.

Signed.....

Date..... 8/11/23