



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 March 2024 at 7:00pm in Long Meadow, Village Hall, Headcorn.

Those in attendance: -

Councillors: Thomas, Coppen, Thorogood, Glanfield, Baars, Sexton, Gearing and Pyman.
Clerks and staff: Stefan Christodoulou, Jo Mitchell and Stuart Ellesmere.
Public: Six and Borough Cllrs Round and Trzebinski.

1.

- a) **Apologies for absence:** Apologies from Cllrs. Bates, Mather 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 February 2024 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: -**

Headcorn Highways Improvement Plan (HIP) –Meeting on 29th February at 10am, held between KCC and Headcorn. The entire HIP was discussed and it was agreed that speed surveys on some problem roads would be carried out to check the exact speeds of drivers, as well as some extensions to DYL at Gibbs Hill. Once this is concluded this will be removed whilst the Clerk's Office works on a new HIP.

To discuss the Headcorn Neighbourhood Plan (HNP) and agree next steps – 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%. The Council voted to continue with our HNP rather than wait longer. We will carry on with our Neighbourhood Plan. On Agenda for discussion after a brief overview by Dr Driver.

To discuss if a memorial item should be included at Millbank Meadow to commemorate this kind gift by Dr Roberts. - Whilst The Roberts didn't want something for themselves a plaque in general thanking them for the donation would be appreciated. Words to be drawn up should be simple and express gratitude. The Clerk read out the proposed wording and this was agreed by the Council.

To discuss the acquisition of land for either a nursery or the Football club from Witherden Farm. Should we ask the Village for a substantial PWLB load to cover it. – it was decided that the Clerk's Office would investigate more about this and see how likely the prospect of getting the land would be. The Council has decided to not go ahead with this after consultation with MBC representatives. There are other projects that have a greater importance to the village that will be simpler to complete with less competition. To be removed.



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To discuss the Toilets on days Green - Meeting with MBC for the purchase of the toilet block as set up by MBC Cllr Round. The options include, either refurbish the toilets, refurbish some of the toilet and convert the remainder into more storage or shut them and have the entire building be for the use of the Lengthsmen. Meeting with Lucy Norman to discuss ownership of toilets. successful meeting. It was agreed that Lucy would confirm her report with MBC and report back to us to confirm if the gift of the buildings to HPC is ok. We would need to pay some/all of the legal fees however. Lucy will confirm costs beforehand. Before the Toilets are reopened we will secure CCTV cameras and signs to act as a deterrent. CCTV and Signs installed. Have requested update from MBC's Ms. Norman.

To discuss ideas for the upcoming D-Day 80th Anniversary event, which includes lighting of the beacon. – We would like an event of some sort with music and food. We would run ours in conjunction with the RBLI. We have discussed gazebos and music with promoters this will be bought back to Council when we have more information.

To discuss installation on Church Lane of parking ANPR cameras and a parking toll system run by HPC Clerks Office. – It was agreed that this should go ahead but that we would have another meeting to check some things before final acceptance. ANPR Parking accepted after questions answered. Will go ahead next month.

5. Finance

(a) To review and agree the following: -

- i. **Schedule of online Payments for March 2024**
Schedule of online payments was reviewed, approved, and signed by the Chair.
- ii. **Income for Month ended 29th February 2024**
There was an income for the two months of £7,786.09
- iii. **Bank Reconciliation for Month ended 29th February 2024**
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 and approve the Neighbourhood Plan for Regulation 15 to be sent to MBC to allow them to undertake Regulation 16. – Dr Driver went over where we are in the process and what we need to do to progress it. It was important that the Councillors agreed to send this to MBC as it is HPC's Plan. The Council agreed to the proposed changes to the Neighbourhood Plan, Consultation Statement and Basic Condition Statement and this will now be sent to MBC for the Regulation 16 Consultation which will run for 6 weeks.

7. To discuss the upcoming Environmental meeting at Sutton Valence Village Hall (7pm on 20th March 2024) and agree which Councillors will attend. – We have been asked to attend the next Parish Council Environmental Network Meeting. The Clerk will attend with one of the Cllrs, Cllr Copen volunteered.

8. To discuss the Running and Riding marathon company using Days Green when it's wet and churning it up. – It was agreed that we would write to the company and again ask that they inform us and ask for permission if they wish to use any of HPC's public spaces. This will be accompanied by a predefined notice of when they cannot use it.



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- 9. To discuss a break from meetings in August due to holidays for both Staff and Councillors.** – This year due to holidays usually taking place in August it has been decided that there will be no Full Council Meeting or Open Spaces Meeting in August. Planning will still go ahead as long as there is something to discuss.
- 10. To receive the minutes of the following committees for information and to raise any queries arising from them: -**
Planning Committee – 20th February 2024. This was accepted by the Council.
Open Spaces – 14th February 2024. This was accepted by the Council.
- 11. Correspondence: -**
Invitation to the Council to attend the Mayors Charity Nepalese Banquet. This was made available to Council members and it was agreed if anyone wanted to go they should contact the Clerk's Office.
Request for a donation to the Air Ambulance. It was agreed that we would provide a donation of £350 to this very worthy cause. To be paid in April.
- 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: -**
A meeting was held between MBC and HPC. Redhill Stables was discussed. Although the project was supported by MBC and HPC unfortunately KCC objected to it on road safety grounds. To this end it was agreed that that the Clerk's Office would set up meetings with various stakeholders to try to circumvent the problem and work out a solution. Meeting with the original buyers will be first.
- 14. Any other business.**
The usual issues of bilking and racial abuse at the petrol station were brought up again. We will refer them to the Police.
The opening to Church Lane is dangerous due to cars U turning and larger vehicles using the space to turn the corner and reverse. This will be passed on to KCC.
The usual issues of Amazon Parcels being stolen from doorsteps, shoplifting in Sainsbury's and Anti-social behaviour in the Village and surrounding estates, this will also be passed on to Police.

There being no other matters for discussion the meeting closed at 9.35pm.

Signed.....

Date.....10/4/24