



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 10th April 2024 at 7:00pm in Long Meadow, Village Hall, Headcorn.

Those in attendance: -

Councillors: Thomas, Coppen, Thorogood, Glanfield, Baars, Sexton, Bates, Mather and Pyman.

Clerks / Staff: Stefan Christodoulou, Jo Mitchell and Stuart Ellesmere.

Public: Two and Borough Cllrs Round and Trzebinski.

1.

- a) **Apologies for absence:** Apologies from Cllrs. 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:** 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 13th March 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: -**

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. 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. Has gone off to relevant people to be included in the REG 16 consultation.

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. Gone off to Memorialists.

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



HEADCORN PARISH COUNCIL

The Parish Office, Headcorn Village Hall, Church Lane, Headcorn, TN27 9NR

Tel: 01622 892496 Email: clerk@headcornpc.org.uk

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. Still being organised.

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. Awaiting finalization of plans etc.

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. Still putting together the exact format of the wording.

To discuss Redhill Stables. - 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. Meeting held this will be progressed to the next stage and a planning consultant will be engaged.

To discuss a 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. To be removed.

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.
- v. **Bank Statements for March 2024.**
Bank Statements reviewed, approved, and signed by the Chair.

6. To discuss and approve the renewal of the Aviation Environment Federation membership.

– This was agreed, as they are a good "safety net" regarding all things aviation for a small cost.

7. To discuss and agree the proposed electric car charging points in HPC's parking spaces in Kings Road.

– It was agreed that this would make a good contribution to the Village as well as fulfill the need for public EV charging within Headcorn. There may well be some small challenges to be worked out with regard to the spaces not being blocked by the garage. This will require some further enquiries by the Clerks Office.



HEADCORN PARISH COUNCIL

The Parish Office, Headcorn Village Hall, Church Lane, Headcorn, TN27 9NR
Tel: 01622 892496 Email: clerk@headcornpc.org.uk

8. **To discuss and agree the official opening of Millbank Meadow.** – There are still some works to do on the site but most of the work has been done to make this ready. Once the final few bits are completed the decision will come down to if we want to allow the whole field to be turned over to dog walkers etc. or to have some of the field unavailable and fenced off to act as a wildlife refuge, with occasional visits by the various children's groups and schools for wildlife projects.
9. **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 – 13th March 2024.** This was accepted by the Council.
10. **Correspondence:** -
 - Email from KALC:** - We received an email from KALC asking about renewing our subscription, this was agreed and will be paid ASAP.
 - Email from Parishioner:** - We received an email from a Parishioner with regard to possible uses of the new Millbank Meadow, this was a thorough breakdown of the wildlife value of the field and uses that would preserve the natural and ecological environments contained therein, whilst still allowing people to use the site.
11. **To receive reports:** -
 - Community Liaison Officer:-** report was received, no action is required.
 - Days Green:-** inspection was received, no action is required.
 - Hoggs Bridge Green:-** inspection was received, no action is required.
12. **To receive reports from any External Meetings including ones attended by Councillors and agree any action required:** -
 - KALC** – although the meeting was not attended by any of our Councillors we have been sent on the Minutes for the meeting. No actions need be taken, just for information.
 - HACC** – Cllr Thorogood attended the HACC meeting, previous meeting postponed due to bereavement, items discussed included event dates such as Battle of Britain and the changes at the parachute club that means they now operate larger quieter planes.
13. **Any other business.**
 - Public session:** - It is suggested to amend the standing orders etc. to reduce the public session from two to one.
 - Scam awareness:** - After a spate of scams in the Village its been suggested that we should look into holding a scam awareness course for the Village. Clerks Office to look into this idea.
 - Malcom retiring:** - Our Lengthsman Malcom is retiring and it was suggested that we should ask the Village if they wanted to contribute to his retirement gift.

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

Signed.....

Date.....

