



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

Those in attendance: -

Councillors: Thomas, Thorogood, Coppen, Gearing, Glanfield, Burr, Pyman, Mather, Baars, Gould, Bates and Sexton.
Clerks: Stefan Christodoulou, Susie Barkess and Jo Mitchell.
Public: Two.

1.

- a) **Apologies for absence:** Apologies were received from Cllr. 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. **To resolve that the minutes of the Council meeting held on Wednesday 12th June 2024 be taken as read, confirmed as a correct record, and signed by the Chairman.** The minutes were agreed and signed by the Chairman.

3. **Matters arising from previous meeting: -**

To discuss the Headcorn Neighbourhood Plan (HNP) and agree next steps –The Council agreed to the proposed changes to the Consultation Statement and Basic Condition Statement. Regulation 16 Consultation, will run for 7 weeks. HNP sent to MBC together with our chosen preference for the inspector. Consultation now underway.

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. Awaiting finalization of plans etc. Check with residents about QR codes. Still working on this. An extra ANPR camera will cost £1200.

To discuss Redhill Stables. – This project was supported by MBC and HPC, however KCC objected to it on road safety grounds. HPC met with Holly and Sian of natural burials to receive an over view of the situation. It was decided to engage a planning consultant, Mr. Court was suggested and accepted, he will be engaged by HPC. Meeting with Mrs Geary from MBC to be organised, for Pre-planning advice, two Councilors expressed interest in coming and the matter will be turned over to Mr. Court. Mr. Court engaged for project.

4. **Finance**

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

- i. **Schedule of online Payments for July 2024**
Schedule of online payments was reviewed, approved, and signed by the Chair.



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- ii. **Income for Month ended 30th June 2024**
There was an income for the month of £5309.07
 - iii. **Bank Reconciliation for Month ended 30th June 2024**
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.
5. **To discuss extra speed bumps in Church Lane maybe larger or longer? Possibly one at each end of each stretch 4 in total.** – The quote we receive was incorrect. A new quote to be sought.
6. **To discuss what level of authority the Clerk's Office has to carry out works without bringing it to the Open Spaces Committee.** – already discussed in Open Spaces.
7. **To discuss**
- (a) The Parish Council to adopt Terms of Reference for Staffing Committee. - A recent piece of information means that the policies need to be looked at by Clerks Office. This will be brought back later.
 - (b) The Parish Council to adopt Insured Risks. These were adopted by Council. The Insurance should be accepted when it comes due.
8. **To discuss** and agree the possible event for the VE/VJ Day 80th anniversary in 2025. It was provisionally agreed this was a good idea with the Lighting of the Village Beacon to take place in the evening of Thursday 8th May 2025 (VE Day) and with an outside music event to be held, possibly in August, to commemorate both VE and VJ days. Possibly on Parsonage Meadow. The Clerks office to investigate likely costs
9. **To receive the minutes of the following committees for information and to raise any queries arising from them: -**
- Planning Committee – 18th June 2024.** This was accepted by the Council.
 - Open Spaces Committee – 12th June 2024.** This was accepted by the Council.
10. **Correspondence: - None.**
11. **To receive reports: -**
- Community Liaison Officer: -** CLO report from the last month was received.
 - Days Green inspection: -** The Days Green inspection reports from the last month were received, no action is required.
 - Hoggs Bridge Green inspection: -** The Hoggs Bridge Green inspection reports from the last month were received, no action is required.
12. **To receive reports from any External Meetings attended by Councillors and agree any action required: -**
The Clerks attended a meeting with a possible CCTV provider. Further meetings to follow.



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13. Any other business.

There being no other matters for discussion the meeting closed at 7.45pm.

Signed.....

Date.....

11/9/24