



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

Those in attendance: -

Councillors: Thomas, Thorogood, Coppen, Gould, Burr, Mather, Baars and Glanfield
Clerks: Stefan Christodoulou, Susie Barkess and Jo Mitchell.
Borough Cllrs: Trzebinski and Round
Public: Six

1.

- a) **Apologies for absence:** Apologies were received from Cllr. Gearing, Pyman, Bates and Sexton.
- 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 9th October 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. HNP sent to MBC together with our chosen preference for the inspector. Waiting for result of examination by inspector. Initial comments have come back suggesting changes. Happy with changes proposed will revert back to MBC and examiner.

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. Meeting to be arranged with Riman to discuss further including the ANPR at the Trader's car park and the EV charging parking spaces in Kings Road. Meeting scheduled for 15th November.

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 overview 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, the matter will be turned over to Mr Court. Mr Court engaged for project. Meeting between MBC, Clerks and Mr. Court on 9th September. Waiting on update from MBC Planning about surveys etc. needed. Details of surveys required have now been received - Clerks office to make contact with Mr Court to enquire how much these will cost. Clerks to organise meeting with MBC.



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To discuss pollution in North Street and the possibility of adding a pollution monitoring tube. After the meeting the Clerk's Office found that there is already a pollution tube in North Street. The results from the pollution tubes will be passed around to council – Clerks office to chase for results. Clerk's office has chased again.

To discuss and agree the implementation of the 'Freedom of Headcorn' award. It was agreed that this should go ahead. After consent is obtained from the recipients this has to go back to Council for ratification and then the award will be made at a small celebration, with an "Official" award at one of our Village/Parish Council events. Waiting for the final design from Charmian and ideas for awarding this from the Clerk's Office. Still awaiting final design, Clerks office to chase. Awards to be presented after the December meeting.

To discuss the possibility of the replacement of the Days Green toilet drains. MBC have agreed to sign over the toilets to HPC for the cost of the legal fees (£1000) The Council agreed that when the toilets are made over to us then they would like to see repairs carried out. However upon querying the state of the drains with the Lengthsmen it turns out that they received minor damage when they were cleaned by Dyno rod and the subsequent repairs to rectify the damage also fixed the issue of where the tree roots were getting in. Therefore no repairs needed.

To discuss and approve quote for PA system. After the quote was shown round to Council there was some discussion on whether this was more orientated towards music rather than Public Address. Given the Clerk's Office not having the expertise to make this distinguish between these possibilities they suggested that Cllrs Baars and Glanfield should meet with Lengthsmen Finnigan to discuss this and make a decision as necessary. In the process of buying. Purchased and received to be removed.

To discuss and agree the Council's contribution for the plans for the Village Christmas Day event on Saturday 30th November 2024 – it was agreed for the Clerk's office to arrange to have a tombola stall, either in Foreman's Walk (if permission is granted) or on the apron at Parsonage Meadow. The stall will include a charity box for the Heart of Headcorn and have Christmas music playing. Clerk's office will man the stall on the day, will be borrowing the school's tombola and are seeking prize donations.

To discuss the construction of "No Cold Calling" signs. The wording of the signs was discussed and Councillors suggested that there were too many words and the wording was a little strong. Stuart and Jo will amend the sign and this will be brought back to the next meeting. This has been amended slightly to remove some words.

To discuss the quotes for CCTV – we have received two quotes so far and are awaiting two more. Clerk's office to also ask current provider for a refund for the previous 4 months due to lack of service. Subsequent to the meeting the provider had advised they would not be invoicing for the CCTV, however, as payment had already been made for the last 4 months, we are awaiting confirmation from the Provider as to whether they will refund direct or whether to reduce Street Lighting invoices to recoup the funds. It was agreed that OpenView's offer should be accepted and a meeting with them and some Councillors will be organised to finalise the project.

To discuss the new Church Lane speed bumps and ways forward – the Council agreed for the current speedbumps to be removed as they are too harsh and difficult for some to



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walk/drive over. Clerk's office to also request quotes to add 2 tarmac bumps (as per the original bump). Quotes received, to be discussed. See Item 5.

4. Finance

(a) To review and agree the following: -

- i. **Schedule of online Payments for October 2024**
Schedule of online payments was reviewed, approved, and signed by the Chair.
- ii. **Income for Month ended October 2024**
There was an income for the month of £3,456.25
- iii. **Bank Reconciliation for Month ended 31st October 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. **Item: - To discuss quotes received for proposed tarmacking of two speed bumps in Church Lane.** The quotes were considered and RS Surfacing were chosen to go ahead with the project. Clerk's Office to arrange details.

6. **Item: - To discuss the production of "No Cold Calling" signs.** The Council decided to think about possibilities for the signs wordage. They will relay back to us the preferred statement for the main warning.

7. **Item: - To discuss and agree the proposed consecration of the new burial ground.** After some discussion it was decided that the Council did not wish to consecrate the whole graveyard but would leave it to each individual to choose to be consecrated or not however they wished. Consecration of graves would be carried out by the officiating reverend for those that did wish for such.

8. **Item: - To discuss and agree if the Council can contribute towards the Santa's grotto gifts for the Headcorn Christmas event.** It was decided that we should donate £100 towards the gifts for the Santa's grotto this year.

9. **Item: - To discuss and approve the quotes received for fencing at Millbank Meadow.** We are still waiting for one quote to come in from a contractor who we asked at the last minute. When this comes through it will be sent around to all councillors for another look.

10. **To receive the minutes of the following committees for information and to raise any queries arising from them: -**

- Open Spaces Committee – 9th October 2024.** This was accepted by the Council.
- Planning Committee – 15th October 2024.** This was accepted by the Council.

11. **Correspondence: -**

There were two letters to be addressed by Council, the RBLI sent their thanks for a successful Remembrance Day.



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An update on the Village conservation area which will go to its next stage of approval by posting of adverts in the Londen Gazette and local papers.

12. To receive reports: -

Community Liaison Officer: - CLO report from the last month was received. Cllr Baars mentioned about the speeding in Church Lane.

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.

13. To receive reports from any External Meetings attended by Councillors and agree any action required: -

HACC – Cllr Thorogood reported that at the recent meeting with HACC they broached the subject of fireworks again and litter. They have promised to better detail the timing of fireworks so that we can let people know to better protect their animals and pets, and they stated that they already tidy the litter from their events.

Baptist Church – Cllr Mather reported that he had attended the new Baptist Minister’s Inauguration ceremony.

14. Any other business.


Mr Curtis bought up the subject of the covenant on Becket court and how this adds extra cost and strain on people wishing to sell their houses here. MBC have asked us on the owners behalf if we would be willing to forgo the covenant to help the people who currently own the properties here. We, as a council, only became aware of them a month or two ago and have been engaging with MBC to better understand the situation in as much as it may affect other properties in the Village which are yet to be built.

Mrs Selby asked if we were going to be “taming” the new burial ground now it has started to be used. It was explained how drainage works still needs to be carried out there to better enable the ride on mower to be used there more frequently and how paths etc still needed to be put in.

Cllr Mather attended the inauguration of the new Baptist Minister.

Cllr Thomas relayed that the Fire service are on a drive to fit smoke alarms at the moment.

There being no other matters for discussion, the meeting closed at 9.25pm.

Signed.....

Date.....